

Seattle Public Library Twenty-second Annual Report 1912



Seattle Public Library

Central Library

Fourth Avenue and Madison Street Telephone, Main 2466

Hours of Opening

Week days 9 a. m. to 10 p. m Sundays and holidays 3 to 10 p. m

The Children's room is open on week days from 9 a.m. to 9 p.m. and is closed on Sundays and holidays.

Branch Libraries

Open from 2 to 9 p.m. except on Sundays and holidays

Ballard 2026 Market St

Columbia 4921 Rainier Blvd.

Fremont 3425 Fremont Ave.
Telephone, North 348

Georgetown 13th Ave. S. and Stanley Ave

Telephone, Sidney 58

Telephone, Kenwood 850

Telephone, Kenwood 703
West Scottle College St. W. and 42d Area S. W.

West Seattle College St. W. and 42d Ave. S. W. Telephone, West 468

Deposit Stations

No. 1 Weed's Pharmacy 26th Ave. S. and Jackson St. Telephone, Beacon 4080

No. 2 South Park Pharmacy Dallas Ave. and Rose St. Telephone, Sidney 192

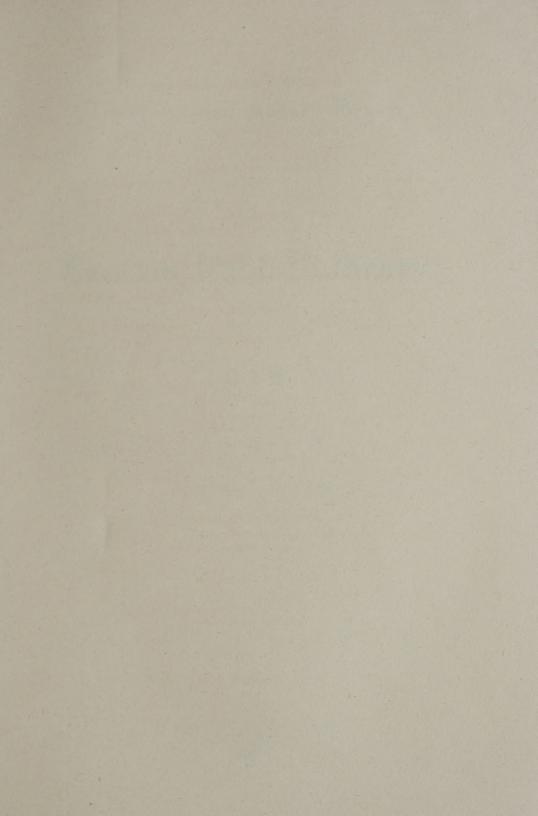
No. 3 Mt. Baker Park Pharmacy

36th Ave. S. and McClellan St. Telephone, Beacon 476

No. 4 Montera Pharmacy Telephone, Beacon 819

The use of the library for reading and reference is free to all.

Any resident of Seattle may draw books from the library without charge on signing at the central library or at one of the branches or deposit stations the proper application and agreement.





Twenty-second Annual Report

of the

Seattle Public Library

1912

THE LIBRARY OF THE APR 9 1942 UNIVERSITY OF ILLINOIS



Press of
The General Lithographing & Printing Co.
Seattle, Washington

Library Board, 1912-13

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

Frederick M. Padelford	.Term	expires	April	1,	1913
George E. Wright	Term	expires	April	1,	1914
SAMUEL MORRISON	Term	expires	April	1,	1915
JACOB SCHAEFER	Term	expires	April	1,	1916
JOHN W. EFAW	Term	expires	April	1,	1917
DANIEL B. TREFETHEN	Term	expires	April	1,	1918
Adele M. Fielde	Term	expires	April	1,	1919

Officers of the Board

Samuel Morrison President
George E. Wright Vice-president

The Librarian serves as secretary of the Board

Standing Committees

ADMINISTRATION

Mr. Trefethen	Mr. Efaw	Mr. Schaefer
	ART GALLERY AND MUSEUM	
Miss Fielde	Mr. Wright	Mr. Trefethen
	BOOKS AND PERIODICALS	
Dr. Padelford	Miss Fielde	Mr. Wright
BRA	NCHES AND DELIVERY STAT	IONS
Mr. Schaefer	Dr. Padelford	Miss Fielde
	BUILDING AND GROUNDS	
Mp FEAW	Mp Treethen	De Parel FORD

FINANCE

Mr. SCHAEFER

Mr. EFAW

Mr. WRIGHT

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TWENTY-SECOND ANNUAL REPORT

To the Honorable, the Mayor, and City Council of Seattle.

Gentlemen: In behalf of the Library Board of the City of Seattle, I herewith transmit the report of the Library department for the year 1912.

Respectfully

SAMUEL MORRISON

President

Seattle, Washington, January 1, 1913

Report of the Librarian

To the Library Board of Seattle:

I have the honor to report as follows on the work of the Seattle Public Library during the year ending December 31, 1912:

Volumes

On January 1, 1913, there were 175,352 volumes in the library, the net additions for the past year having been 24,761.

Distributing agencies

Two important agencies for the distribution of books were added to the library system during the past year by the opening of a branch library at Georgetown and the establishment of a drugstore deposit station at Rainier Beach. There is now a total of 479 agencies—the central library, 7 branch libraries, 4 drugstore deposit stations, 25 engine houses, 430 schoolrooms, 6 playgrounds, and 6 special deposit stations.

Registration

The number of registered borrowers on December 31, 1912, was 46,857. Of this number, 11,070 were juvenile, but the large number of children who take out books only from the class rooms of the public schools are not included. The total number of borrowers registered during the year was 24,004.

Circulation

The total number of books loaned for home use during the year ending December 31, 1912, was 852,126, a gain of 10% over the previous year. Juvenile books constituted 37% of the total circulation. The fiction circulated was 64% of the total. The average number of books loaned per capita was 3.59.

Art and technology room

In August the fine arts and technology divisions of the reference department moved into the newly-furnished room at the north end of the top floor, the small room adjoining being made an office for the reference librarian. The center room on the top floor, vacated by the fine arts division, was then given to the schools division for the teachers' room which had previously been located in less convenient quarters on the mezzanine floor. The room thus made vacant on the mezzanine floor is used by the branch department for deposit station work which formerly had been done in the stack at some disadvantage.

Emergency gas lamps

To provide for occasions when the electric lights fail at the central library, each public room or hall has been supplied with one or two emergency gas lamps. These gas lamps are lighted from a pilot light merely by pulling a chain, thereby avoiding the necessity of a search in the dark for candles and matches.

Branches

Improvements have been made in nearly all the present branch library buildings. The transformation into a children's room of the upper floor of the Ballard branch was completed and a kitchenette for the staff was also constructed on the upper floor. The Fremont branch was moved across the street into more convenient and accessible quarters on the street level, with the use of a smaller room for story-hour purposes once a week. The temporary lighting fixtures at the University branch have been replaced with indirect lights, similar to those at the West Seattle branch.

In the Georgetown district, a new branch was established in the old city hall and though in operation only since November 27, it already has proved the need of a library in that section.

The Columbia branch is to have a permanent building, for which a site has already been purchased on Rainier Avenue near Alaska Street. This is to be built from Mr. Carnegie's donation for two branches made in January 1911. The other branch to be built from this fund is to be located in a new district, Queen Anne hill, where the Board has purchased a site on the northwest corner of 4th Avenue West and Garfield Street. The Board has chosen Mr. W. Marbury Somervell and Mr. Harlan Thomas as associate architects for these two new buildings and also for the Henry L. Yesler Memorial branch library, which is to be built on Yesler Way between 23d and 24th avenues. The purchase of the site for the Yesler branch was made possible by the transfer of \$15,000 from the Park Board to the Library Board in exchange for the Yesler triangle. The City Council will appropriate the money for this memorial library.

Changes in Board of Trustees

On April 1, 1912, Judge G. A. C. Rochester retired from the Library Board, having been a member since January 1900 and Chairman of the Board for the last five years. For twelve years he had given the library freely of his time and services, and in that time the resources and achievements of the library increased six-fold. Miss Adele M. Fielde was appointed by Mayor Cotterill to fill the vacancy.

Staff

The library and its patrons suffered a considerable loss when Charlotte Elizabeth Wallace, superintendent of circulation, resigned on May 1st for travel and study abroad. In her three years of service she had reorganized the circulation department and had made it vastly more effective in service to the public. Ethel R. Sawyer, formerly first assistant, was promoted to Miss Wallace's place and the vacancy thus caused was filled by the appointment on October 1st of Mary N. Baker, a graduate of Otterbein University, with one year's training at the New York State Library School and two years' experience as librarian of the Elwood (Ind.) public library.

Owing to the increased amount of work in the cataloguing department, Lucia Haley was added to the staff in October. Miss Haley is a graduate of the University of Washington and also of Pratt Institute School of Library Science.

Alice A. Blanchard, head of the schools division, under whom the work with schools had been greatly extended, resigned on September 1st because of ill health and was succeeded by Margaret Lathrop, a graduate of Wells College, a student at the Pittsburgh Training School for Children's Librarians, and for a year head of the children's department of the Madison (Wis.) public library.

Helen Jackson, children's librarian at West Seattle, resigned to accept a position in Cedar Rapids, Iowa, and was succeeded by Mrs. Elizabeth W. Bowen, who had been children's librarian in the Salt Lake City public library for several years and had also had a year in the Pittsburgh Training School.

Maud Osborne, assistant in the reference room, accepted a position in the University of Washington library on November 1st. To fill this vacancy, Mellie Alexander was transferred from the periodical room to the reference room and Vincent H Gowen, formerly night assistant in the periodical room, was placed on full time.

For the new branch at Georgetown, Leta E. Towner was chosen librarian. Miss Towner is a graduate of the University of Iowa and besides a year in the Pratt Institute School of Library Science, also had several months' experience in the Cleveland public library.

The Librarian and two members of the staff attended the annual meeting of the American Library Association at Ottawa, Canada, June 26 to July 2.

Apprentice class

In April the class of seven apprentices finished their course in library training, the work having included actual practice in the various departments, and lectures on classification, current events, history of literature, use of catalogue, binding, reference work, children's work, order and accession work, civic and social institutions, and history of Seattle. The class was composed of the following: Margaret Collins, Donna Dunlap, Florence Gandolfo, Marian Haller, Florence Hovey, Katharine Walsh, and Winifred Washburn. Three of these have been appointed to full-time positions on the staff, and three to part-time positions.

Binding

The library bindery turned out 17,593 volumes of binding and rebinding, in addition to the usual amount of miscellaneous and repair work and the gilding of call numbers on 31,916 volumes. The total cost of operating the bindery was \$10,200.78. Com-

paring this cost with the cost of having the work done outside, we estimate that we saved during the year over \$2,000 by operating our own bindery. We also have the advantage of securing a better grade of work than is done in most of the trade binderies.

Finances

The total receipts for the year were \$168,924.56, and the total expenditures \$167,952.45. These are both itemized in some detail on page 36. Three items among the receipts are worthy of special mention: a contribution of \$500 from Col. Alden J. Blethen toward the purchase of the site for the Queen Anne branch; a contribution of \$2,500 subscribed by citizens of Rainier Valley toward the purchase of the site for the Columbia branch; and the sum of \$15,000 from the Park Board toward the purchase of the site for the Yesler branch. In exchange for this last-named sum, the Yesler triangle at Third Avenue and Yesler Way has been turned over to the Park Board.

The expenditures were divided roughly as follows: Salaries, \$73,538.21; books, \$28,505.03; periodicals, \$2,493.33; binding, \$10,200.78; supplies, printing, repairs, and other expenses, \$22,-490.47; a total of \$137,227.82 for regular maintenance and operation. In addition to the above, \$30,624.63 was spent for extraordinary purposes, including sites for three branch buildings and permanent improvements to present buildings.

Efficiency investigation

The Emerson Company of New York, Efficiency Engineers, was employed by the City Council in the latter part of the past year to investigate the city departments. The assistant engineer, Mr. E. T. Clarke, who made the investigation at the library, stated in the report submitted in November 1912, that "the management of the Seattle Public Library as a whole is admirable. Without exception, a remarkable enthusiasm pervades the entire organization and the library stands prominent, not only as a city department of high efficiency, but as a leading library when viewed from the standpoint of public service," and "that a return to civil service methods could not bring any better results." In his report on the Seattle Civil Service Department, he also states "that the Library Department at 30% less rates of pay has built up an organization distinctly more efficient than that of any department under civil service rules."

This inspection by an efficiency expert was an interesting episode in the year's work. The necessity for justifying to an unprejudiced but critical outsider the policies and the practical conduct of the library was a beneficial experience, as it made each assistant more keenly alive to the need for intelligent service in carrying out the library routine. Also though very little was forthcoming of practical value in the way of suggestions for improvement, except along those lines of which we have long been conscious and upon which we are already working, still it was gratifying to be so heartily endorsed by the inspector and to have confirmation of our belief in our policies and practice of administration.

Newspaper publicity

The Seattle Post-Intelligencer and the Seattle Times have been generous in giving space each week to our lists of new books and have also from time to time given publicity to different branches of the library's work. The Seattle Union Record, the Seattle Municipal News, and the Western Woman's Outlook have also kindly printed special lists and articles for us. This newspaper advertising has brought good results.

Plans for the coming year

The work for next year will include the building and opening of the Queen Anne branch library, the preparation of plans and the beginning of construction of the Yesler branch library, and the planning of the new branch building for Columbia. The sites for all three of these buildings have now been secured. We hope also to be able to start several new deposit stations during 1913. If the appropriations granted for the work of the library during the next year or two are sufficient to carry out our present plans, we shall soon be able to give fairly adequate book service to every part of the city, either through a branch library or a drug-store deposit station.

During the coming summer, the exterior of the Green Lake and University branches should be painted. At the central library we are planning to remodel the reference and newspaper rooms and to paint the walls in all rooms that have not been redecorated. Steps must also be taken to repair the damage due to the settlement of the building. We also plan to complete the book inventory which is now under way.

A summary of statistics, reports of heads of departments, and complete tables of statistics will be found in the following pages.

The success of the work of the library as an institution for public service has been due to the hearty support of the Library Board in all of our undertakings, and to the enthusiasm and loyalty of the members of the library staff.

Respectfully submitted

JUDSON T. JENNINGS

Librarian

Summary of Statistics

		1911	1912
1.	Population (Federal census 1910)	237,194	237,194
2.	Number of volumes December 31	150,591	175,352
3.	Number of volumes added during the year	22,282	24,761
4.	Number of periodicals received, including du-		
,	plicates	942	947
5.	Number of newspapers received, including du-		
	plicates	213	219
6.	Number of borrowers registered during the year	22,853	24,004
7.	Total registration December 31	45,120	46,857
8.	Percentage of population registered as borrowers	19	19.7
9.	Circulation of books for home use:		
	Central library	386,353	422,829
	Ballard branch	66,427	70,134
	Columbia branch	30,232	32,149
	Fremont branch	32,728	37,012
	Georgetown branch	**********	3,370
	Green Lake branch	70,914	75,013
	University branch	60,004	69,500
	West Seattle branch	45,095	44,615
	Schools	49,638	59,593
	Playgrounds	5,595	4,035
	Deposit stations	20,515	33,876
	Total	772,374	852,126
10.	Circulation per capita	3.25	3.59
11.	Percentage of fiction circulation to total circu-		
	lation	66	64
12.	Number on staff December 31 in equivalent of		
	full-time assistants	102	107
13.	Tax rate	.55 mills	.46 mills
14.	Total receipts from city	\$161,119.95	\$145,338.85
15.	Expenditures for salaries	70,571.44	73,538.21
16.	Expenditures for books	28,907.73	28,505.03
17.	Expenditures for periodicals	2,894.24	2,493.33
18.	Expenditures for binding	8,515.95	10,200.78
19.	Other operating expenses	22,581.45	22,490.47
20.	Total regular expenditures		137,227.82
21.	Extraordinary expenditures	48,964.13	30,724.63
22.	Total expenditures	182,434.94	167,952.45

Reports of Departments

Order Department

The number of volumes in the library January 1, 1912, was reported as 150,591. During the year 31,400 volumes were added, 6,790 are reported as withdrawn (worn out, lost, etc.), and 151 volumes returned after being reported lost, making the net additions 24,761 and the total number of volumes in the library at the close of the year, 175,352. Of the number added, 29,318 were by purchase and 2,082 by gift.

The gifts were largely in the nature of state and city and United States government documents. Our collection of these reports has now grown to considerable size and judging from their use, they are much appreciated by the public. Much time and pains is given to securing them, and through the information they contain our citizens are enabled to become acquainted with the manner of carrying on the government in other communities. A small collection of Lithuanian books was presented to the library during the summer by the D. L. K. Gedmino Lodge for the use of the Lithuanian people in the city. We now have collections of books in the French, German, Italian, Spanish, Swedish, Danish, Norwegian, Finnish, and Lithuanian languages, all of these, excepting the Lithuanian, having been purchased from the library funds.

The amount of money spent this year for books, maps, and periodicals (not including current subscriptions) was \$28,505,03, which included transportation. Some effort has been made to lessen the cost of transportation by buying more books in Seattle, and by having those for which we were not in special haste shipped from New York by water, via the Tehauntepec route, and the foreign shipments by a line of steamers direct from England to Puget Sound via the Suez canal. We estimate that we have reduced the cost of transportation this year to about half that paid last year, in spite of the fact that we have added 5,000 more books.

A small new branch library was opened during the year with 3,118 volumes. Considerable additions were made to our music collection and large additions to the periodical sets which were much used for school and club work. For the technology division we have secured the following sets:

Proceedings of the Institution of Civil Engineers
Journal of the Institution of Electrical Engineers
Proceedings of the Institution of Mechanical Engineers
Transactions of the Institution of Mining Engineers

These are among the most valuable of the technical sets published and we were fortunate in securing them in London at a moderate figure. To the art division we have added an unusually fine set of "Punch", even more highly esteemed for its cartoons than its wit.

Although more shipments of discarded books have been made than in past years, we have been unable to keep pace with the requests which come in continuously. These requests are filed in the order of receipt and as they are filled only when we are able to take an occasional hour from regular work, there is now on hand quite a waiting-list. From the collection of discarded books we have supplied various institutions in the city; libraries and schools in many country districts; jails, reformatories, and lumber camps throughout the State; and as in former years have sent several boxes to Alaska.

Nothwithstanding the largely increased amount of work, due to re-numbering the books as well as adding 5,000 more volumes than last year, we have had no additions to our staff and each member has worked faithfully and with interest.

HELEN GRACIE
Chief of Order Department

Catalogue Department

The work of the year included the preparation of 31,400 books, 1,897 unaccessioned pamphlets, and 295 pieces of sheet music. Of the books, 2,719 were duplicates for the schools division and deposit stations, and the remaining 28,681 were catalogued, including 11,065 new titles. A total of 115,490 new cards were filed, of which 38,844 were for the catalogues at the central library, 32,350 for the catalogues at the branches, and 44,296 for the depository catalogue of the Library of Congress. Of the 71,194 cards pre-

pared and filed in our own catalogues, 28,936 were typewritten cards and 42,258 were printed cards of the Library of Congress.

The increased size of the depository catalogue of the Library of Congress rendered additional catalogue cases necessary to relieve the congestion. We are planning to shift this catalogue and rearrange it more conveniently.

A special, typewritten, juvenile catalogue for the Ballard branch and a catalogue and a duplicate shelf-list for the new Georgetown branch were prepared.

The opening of the new technology and fine arts room necessitated a reorganization of the catalogues at the central library. For the new technology and art catalogue it was decided to withdraw from the catalogue in the open-shelf room the cards for all books that were to be kept in the technology and art division, and also those for the juvenile books on art, science, and technology. In addition to the withdrawing of the cards, this change also necessitated a great deal of careful revision of the series and cross-reference cards. To fill our long-felt need of a complete and reliable list of subject headings, a list of all subject headings and cross-references found in the complete catalogue was made, and checked to show what subjects were in the circulation and in the technology and art catalogues. The catalogue in the reference room is now the only complete catalogue of the library. The duplicate art shelf-list has been discontinued.

Four apprentices from the University of Washington Library worked in the department during the summer. As an additional cataloguer was very much needed Lucia Haley was added to the staff October 1st.

BERTHA WAKEFIELD
Chief of Catalogue Department

Circulation Department

The most striking feature of the year's work in the circulation department has been the improvement in equipment, both in furnishings and in books.

At the return and the registration desks in the lobby, new and more sightly filing devices for cards and supplies have been installed, increasing speed and efficiency in the work with decreased physical strain on the assistants. The appearance of the lobby has been further improved by the laying of wearproof matting in front of the desks, which lessens the unsightliness of the lobby floor in stormy weather by providing a sort of drain for dripping umbrellas, thereby preventing puddles of dirty water from collecting.

New units of Library Bureau catalogue cases have been provided to accommodate the cards for the open-shelf shelf-list, which is to take the place of the stamped location records on catalogue cards, accessions books, and shelf-lists. This record has been made complete for the fiction in the department and is being kept up currently for the new books. It is a great disadvantage to the assistants not to have this record for all books in the department, and plans are now under way to complete the shelf-list at the same time that the inventory of the department is taken.

The opening of the fine arts and technology room and the removal of the 500's and 600's to the top floor has enabled us to revise our open-shelf collection and to bring out many books properly belonging on the open shelves but which for lack of outside shelving space had to be stored in the stacks. Among the first volumes to be brought out were the foreign books, of which almost the entire collection, numbering about 4,282 volumes, is now free of access to the public. The increased use of these books has proven the popularity of the plan, and has called attention to the fact that in work with the foreign population of this city we have a field which as vet has been very little exploited. A beginning has been made (1) in the shape of regular appropriations from the book fund to be spent in the purchase of foreign books, and (2) in the preparation of multigraphed lists of books which the library contains in the various foreign languages. So far we have completed two lists, "German fiction" and "French fiction": others are to be issued as rapidly as they can be prepared.

Another list which has been much appreciated is the "Fiction catalogue" printed by The H. W. Wilson Company from the latest edition of their fiction catalogue, somewhat revised for use in this library. These catalogues have been sold for the nominal price of 10 cents a copy and their use has indicated how much might be done to guide and stimulate the use of good books by means of selected lists of the library's resources along different lines of reading.

Another phase of this department's activities that could be developed with a little encouragement is the work with the blind

throughout the State. We now have on our list of blind borrowers 73 names. Of these, 14 are regular users of the library, carrying on the exchange of books by mail, titles being selected from the lists of books in embossed type in this library. These lists are mailed to each new borrower and to other borrowers upon request. Our collection of books in embossed type now numbers 370 volumes in the American Braille, the New York point, and the Moon types. During the coming year the collection will be enlarged by about \$500 worth of new books which were ordered in 1912 but which are slow in arriving, as most of them must be printed after the receipt of the order. Loaning books to the blind is a work which has grown entirely of itself and out of the eager need which the blind of this State have felt for some opportunity to obtain mental stimulus or recreation through reading. The circulation for this year was 137 volumes. We have obtained a list of persons in this State reported blind at the 1910 census and through this list it is intended to extend the work as time and opportunity offer.

There have been a great many changes on the staff during the year. On May 1st, Charlotte Elizabeth Wallace, superintendent of circulation, resigned and Ethel R. Sawver, formerly first assistant in the department, was appointed to the vacancy. Miss Wallace's resignation was a great loss to the department. Mary N. Baker began work as first assistant October 1st. On May 1st. after completing the apprentice course, Donna Dunlap was appointed to a position on the staff, and on June 30th, Joanna Hislop left the library service. Laura F. Woodbridge resigned on August 27th to be married and Marian Haller, from the 1911-12 apprentice class, was appointed in her place September 1st. To fill the vacancy made by the resignation of Alice I. Mills, also to be married, Winifred Washburn, who had been filling a half-time position in the department while completing the apprentice course, was engaged for full time and Katherine Walsh, apprentice, was given a half-time position. These latter changes all took effect on October 15th.

The work of the department includes no new departures in service, nor any signal accomplishments. Because of the unusual number of changes in the personnel of the staff, the past year has been quite fully occupied in continuing work previously begun and in planning for the next forward steps. All things considered, it has not been a discouraging year.

The circulation for the department was 291,071, as com-

pared with 277,822 for 1911. Upon comparison of this gain of 13.249 with last year's gain of 7.349, we are somewhat encouraged. especially as the total book collection for the year is smaller than that reported last year (44,470 volumes as compared with 45,175 volumes in 1911), a decrease due to the transfer of between 5.000 and 6,000 science and technology books to another department. However, these statistics do not vet adequately represent the amount of work done by the assistants. One reason for this is the fact that there is still a great need for more books—not more titles so much as duplication of many popular titles, not only in fiction but in many of the classes as well. In spite of the liberal book allowance, it is yet true that the circulation of books from this department could be very appreciably greater if it were not so often necessary to disappoint borrowers who come for definite books. It is a rare opportunity that we have here in finding the desire for books already grown far in excess of our present ability to supply them, a condition which many libraries have to expend so much of their energy in creating.

During the year, 13,153 books were supplied through our reserve system, giving some indication of the number of borrowers who were disappointed by not finding on the shelves the books they wanted.

The department added during the year (exclusive of science and technology books, which were administered through the open-shelf room until August 19), 7,397 volumes and discarded 2,662 volumes, with a net gain of 4,638 volumes, making the present book collection 44,470 volumes. 435 books in foreign languages were added and 1,040 cash duplicates.

During the past years we have been obliged to expend much time and energy in installing physical equipment and outlining detailed procedure for each branch of the work of the department. With much of this work now well under way, we are about ready to turn more of our attention to increasing the use of the department and to stimulating the home use of books. The work should not now be hampered by lack of material to work with, and while appreciatively acknowledging the past liberality in the matter of book allowance, I would at the same time call attention to the fact that the shelves of certain sections in the library still present a very discouraging appearance to prospective borrowers.

There has never, perhaps, been a time when results from an expenditure of money for the more adequate equipment of this

department with books could be made to show more quickly than at present.

In closing I wish to acknowledge the good work of the staff, and to express my appreciation of their sympathetic co-operation, without which the results obtained would not have been possible.

ETHEL R. SAWYER
Superintendent of Circulation

Reference Department

The work in the general reference room increases steadily from year to year. One indication of this is from the fact that with the moving of the material on science and useful arts to the new fine arts and technology room, apparently no fewer people make use of the reference room.

A bibliography on harbors, docks, and port development, upon which we have been working for a considerable time, was completed in the latter part of the year and will be published early in 1913. A list on taxation was compiled for the Taxation Committee of the Municipal League of Seattle for use in preparing an amendment to the State constitution as regards taxation.

A letter with a list of reference works on religion was sent to each minister in the city and a letter with a list on real estate and fire insurance was sent to each of the 1200 real estate firms in the city. These letters suggested ways in which the library, and especially the reference department, might be useful to them.

About once a week a short list of references is compiled on some topic which is before the City Council for consideration. Copies of these lists are mailed to the Mayor, the members of the Council, the Corporation Counsel, and others who may be interested. These lists are also printed in the Seattle Municipal News, which is the official paper of the Municipal League of Seattle and thus reaches 1200 public-spirited, progressive men of the city. Some of the subjects of these lists are street-car franchises, municipal markets, traffic regulation, excess condemnation, and municipal jails and workhouses. Considerable municipal reference work has been done in this way.

There has been much work done for individuals and committees who were preparing bills to present to the Legislature.

Technology division

The new fine arts and technology room was opened in August and at that time all circulating and reference books, documents, and periodicals on science and technology were moved there or to the stacks adjoining. The fine arts collection was combined with these, being moved from a smaller room where it had been for several years. This new room, fitted with new furniture and shelving, now contains about 15,000 volumes and has chairs for seventy-five people. From the opening day it has been well used, often to its capacity.

During the two years in which a man with engineering training has been in charge, the growth in the technology work of the library has been very encouraging and the increase in the number of really difficult problems which the technology librarian has looked up shows plainly the standing which the technology division is gaining among the professional engineers and technical experts of the community. Many engineers have remarked upon the increased value to them of this new room. Several of them first made use of it through hearing others speak of the value of the material to be had there.

There was much demand by business men, during the past year, for commercial, advertising, scientific management, and salesmanship books. There was also a well marked circulation of agricultural works.

The number of persons from neighboring cities who have done research work along industrial lines in this department has been conspicuous.

A large number of trained men who lacked the necessary technical education for advancement, such as in municipal and federal service, prepared themselves for examinations by taking advantage of the opportunities to be had here.

Information of vital importance for practically all of the large engineering and other industrial projects of the past year was obtained in the technology room. These projects included buildings, boats, gorvernment and municipal constructions, factories, mining, contracting, power plants, and others.

Lists of scientific and technical books in a number of the larger libraries were compared with those in this department. All the books that were lacking and that were decided to be necessary were ordered. The entire list of government documents pertaining to agriculture was checked and four copies of all the Farmers'

bulletins and any others that would probably be of use, were ordered for circulation, the reference set of documents being already nearly complete. The trade catalogues were increased in number, a useful addition being those of practically all the best automobile firms.

Among other important works that have been ordered are the sets of proceedings and transactions of the English engineering societies. These will be of much value to the engineering professions.

Posters advertising the technology room have been placed in many of the shops and factories. A card index of the men in some thirty different occupations is being made, the names being taken from the city directory. This work is being done by the night assistants in the newspaper room and 8,000 names have already been listed. Postal cards have been sent to about 3,000 of these men, telling them about the new technology room and calling their attention to the fact that the library has books bearing directly on their kind of work. These cards have brought results.

Fine arts division

The increase in circulation over the year before was considerably greater than the increase in any year since 1907, when the fine arts division was established in a separate room. In fact, the regular reference and circulation work with the public has become so heavy that little or no time has been left for clipping magazines for pictures, and other miscellaneous work which was formerly done.

The first of the year a great deal of work was done for the teachers in connection with the art course which had been recently instituted in the public schools. In June a collection of twenty books on decoration and ornament was sent out to the University branch library to be used by Miss Kiess's art classes at the University of Washington summer school.

The picture collection has been much enlarged by the purchase of 700 Anderson and Alinari prints and by a gift of over 2,000 unmounted photographs from Mrs. J. P. Soule. Other gifts made to the art collection during 1912 were "The cartoon," a book of photographs and cartoons of prominent Seattle men, presented by Mr. Frank Calvert; programs of the Seattle Philharmonic Orchestra, by Mr. N. O. Glaeser; thirty-one views of the Seattle Potlatch, 1912, by Mr. F. A. Jacobs; twenty-eight old Seattle views, by Miss M.

L. Denny; and the "International studio," 1912, by Mrs. W. C. Hastings.

The screens in the upper lobby have been covered with burlap and made ready for permanent use in exhibiting pictures. It is the aim of the library to keep a display of some kind on these screens all the time, and this year we have had ten different exhibitions, including the water-color paintings of J. Wells Champney, exhibited by the Federated Arts Club; photographs of the Scott country, by the American Federation of Arts; Japanese prints; Japanese stencils; the Davis oil paintings of Alaska; oil paintings, water-colors, and etchings by Chicago and St. Louis artists, under the auspices of the National Federation of Women's Clubs; water-colors by Mr. Assauo of Japan; Madonna pictures from our own collection of photographic reproductions of the old masters; and the Curtis Indian pictures from our own set. We are grateful to the newspapers that so willingly have given publicity to these exhibitions.

Periodical division

The most encouraging feature of this year's work was the marked increase in circulation; this was especially noteworthy because of the fact that there were only twelve additional copies of magazines for circulation over 1911. A large part of the credit for this increase must be given to a device that was used to call attention to the circulation of periodicals. Fifteen thousand small folders were multigraphed, containing a little general information about the periodical and newspaper rooms, and giving the names of the magazines circulated from the periodical room, the art room, and the children's room. These were inserted in the pockets of all the books of fiction in the open-shelf room and proved a very effective method of publicity.

With the opening of the fine arts and technology room in August, about one-fourth of the magazines on file in the periodical room were transferred to that room. These included the magazines on useful arts and natural science. The magazines for teachers, about eighteen in number, were transferred to the teachers' room in the fall. This left space for expansion and many magazines formerly filed in the stacks were placed on the open racks. Among these were a number of chamber of commerce and municipal publications from different cities. It is our aim to have as complete a file of these as we can obtain.

The number of periodicals sent to the bindery during the year was 760, of which 460 were for the reference and art divisions, 254 for the branches, and 46 for the children's department. The number of volumes of newspapers sent to the bindery was 42.

The periodicals on file were distributed as follows:

Periodical room:	
Reference	343
Circulating	102
Branches	220
Technology	119
Art	60
Library science	38
Children's room	24
Newspaper room	23
Teachers' room	18
_	
Total	947

The number of newspapers on file in the newspaper room was 198; the total attendance was 219,224, a decrease of 8,329 from the previous year.

Circulation of periodicals for the last five years is as follows:

Year	Art	Back	Current	Total	Increase
1908	360	2502	8419	11,281	
1909	787	3384	8397	12,570	1,289
1910	984	4665	9812	15,461	2,891
1911	1333	4842	10124	16,299	838
1912	1868	6451	12759	21,078	4,779

CHARLES H. COMPTON
Reference Librarian

Children's Department

The high lights of interest in the children's department rest this year on the enlarged scope of the teachers' room, the increased use of the library lessons in the schools, the transfer to larger quarters of the Ballard branch children's room, and the fluctuation of juvenile circulation. This last-named point of interest has presented a most perplexing problem and one which no general rule seems to cover. University is the only branch which has had a steady gain each month in juvenile circulation. Ballard had a decrease in September

when the weather was unusually pleasant. Fremont shows a loss for two months, during one of which the branch was closed for ten days, the central children's room had a decrease for four months, Columbia and Green Lake dropped below 1911 for six months, and West Seattle has had but one increase during the year.

The conditions governing these losses are purely local and have been diagnosed in all cases except at Green Lake, where the initial rush and excitement may have been so great as to preclude a steady, sure, and healthy growth. If this is the fact, things will adjust themselves and the issue of juvenile books will become a rising barometer showing a gradual increase in the children's interest and an outreaching of the influence of the branch. Remedies suitable to the complaints have been applied to the other districts and a speedy recovery is hoped for. The encouraging aspect of the situation is shown in the gain in juvenile circulation for the whole system of 22,125.

The transfer of the children's room at Ballard to its new quarters on the second floor of the building was made in February and much more adequate work with the children has since been possible. There have been drawbacks in the matter of discipline, incident to the situation on the second floor, but the gain in other ways has fully justified the change. With enough assistants and enough books, there are apparently no limitations to the work now possible.

The story-hour continues to be one of our best advertisements. not only of books but of the library itself. During 1912, stories were told in the library buildings to 15,267 children, and in other places, such as schools, churches, etc., to 7,045 people, both children and adults, making a total of 22,312. The children are divided by age and the stories are selected to meet the interests of each group. In November 1910 a cycle of Charlemagne stories was begun in four branches and at central in order to interest the children in the books about Charlemagne and his peers. stories continued until April 1911, with an attendance of 4,035 and a circulation of the story-hour books of 1161. The cycle of Robin Hood stories was begun in November 1912 and will close in the spring of 1913. At the University branch the stories for little children have taken the form of travel talks. A sign displaying pictures of life in other countries is posted with the announcement, "Magic trips to story-hour land. Train leaves at 3:30, Tuesday afternoon." The children are given tickets reading "To China", or "To Arabia", etc. They are told of the manners and customs of the country, how the children dress, what they eat, what games they play, and other interesting information, after which a folk tale of the country is told and pictures illustrating the life of the people are shown them. These stories have proved extremely popular among the children, and books on the various countries have circulated well.

A series of lists of books useful in connection with subjects in the school courses of study have been prepared by Miss Mc-Knight, children's librarian at Ballard, and graded lists of popular books have also been made which have proved helpful to the children in choosing books for themselves.

One of the most successful ventures of the year has been the lessons in the use of the library given in the schools. The children's librarians have cared for the children in their immediate districts, while the head of the schools division has gone to the more distant schools. Three lessons of from twenty to thirty minutes each are given in the schoolroom and the class then comes to the library to put into practical operation the principles they have learned. No accurate statistics were kept for the first part of the year, but our records show that approximately 2700 children received this instruction during 1912. The work is now more systematically organized and should prove to be an important factor, not only in the right use of the library but as an aid to the schools.

An increase of interest among mothers and teachers is perceptible through the invitations received to speak before their meetings. Fourteen talks were given during the year by the superintendent of the department and by the head of the schools division.

In September, Alice Blanchard resigned her position as head of the schools division, and Margaret Lathrop was secured to fill the vacancy. The teachers' room has been transferred to the top floor, where it is more easily accessible than it was on the mezzanine floor, and it is now open from nine in the morning until nine at night. A small library of teachers' professional books has been placed in this room, together with the pedagogical magazines. In addition there is the former equipment of the room in the way of school courses of study from various cities, the collection of text-books used in the Seattle public schools, the clippings file, the collection of geography and history pictures, and the sample library of books

available for schoolroom libraries. We have this year supplied 41 public schools with 324 schoolroom libraries, 5 Catholic and 2 private schools with 9 libraries, 53 schools with sets of reference books for teachers' use, and 44 rooms with sets of picture books, making a total of 430 libraries, which is an increase of 44 over the total for the year 1910-11.

The circulation of books through the schools was 59,593, an increase of 9,955 over 1910-11. Part of this increase is due to the fact that the issue of reference books and picture books has never before been counted. They are not circulated for home use, but a conservative estimate would indicate that each book is used at least once in school.

The annual exhibit of books suitable for children's Christmas gifts was held as usual in the teachers' room. It will be desirable another year to begin the exhibit in November so that people may send East for the books they are unable to procure from the local book dealers. More interest than ever before was shown in the exhibit, both at central and at the four branches which held similar displays, and many people who had no intention of buying books looked them over and asked if duplicates of these books were in the library for circulation.

Six playground libraries were operated during the summer and were open 61 days as against 79 days in 1911. The psychological moment for opening a playground library seems to be before the close of the school year, and as our opening this year came after the close of school and conflicted with the playground Potlatch preparations, we emerged with a loss in circulation of 1560. Hereafter we will concentrate our work between the middle of June and the middle of August, for that seems to be the busiest season. A total of 1544 volumes was sent to the playgrounds, with a circulation of 4035, 1020 children registered as borrowers, and stories were told to 1775 children.

Two recommendations for the future seem imperative. One is the urgent need of club work with children in the branches. Conditions at Green Lake, Georgetown, and Ballard are ripe for the most successful kind of club work and the social situation in these districts makes the growth of the personal influence of the librarian of the utmost value both to the library and the children. Not only does the library need the loyalty which a successful club fosters, but the children need the chance for the expression of their social

instincts, other than that which the street corner or the dance hall affords.

The second need is for the establishment in the central children's room of a collection of books suitable for children over fourteen who are unwilling to use the adult department. The size of the adult collection seems to confuse many of the children, and the pressure under which the assistants in the open-shelf room work in busy times, makes the children unwilling to go to them for help. As a result hundreds of boys and girls who ought to be reading adult books come to the children's room and continue to read Barbour and Richards when they should be reading Hugo and Thackeray. What is needed is a collection especially selected to meet the interests of these children and consisting not only of the standard novels. but of popular history and biography and a number of titles of carefully selected light fiction. The legitimate place for such a collection is with the adult books, but conditions here make it seem desirable to shelve it in the children's room. Too much emphasis can not be placed on the importance of work with young people of this age and all means should be employed which will lead the children to a wholesome taste for good books and deflect them from the indiscriminate reading which is a symptom of their adolescence, and which if not corrected will make of them adult readers with poor and immature tastes.

GERTRUDE ANDRUS
Superintendent of Children's Department

Branch Department

During 1912, the points of particular interest in the work of the branch department were: opening a new branch at Georgetown; finishing the inventory of books belonging to the branch and deposit station collections; starting a fourth deposit station at Rainier Beach; and enlarging and developing the course of library lessons given at the branches to the school children.

The success of the Georgetown branch has been assured from the beginning. During the first month (December), we registered 444 borrowers. Many central patrons have found it convenient to use this new library nearer to their homes. We found it necessary to send two and sometimes three assistants from the central office on busy afternoons. Many of the children had never been in a library before and we wanted to give them more than the usual attention during their first visits to the branch.

After the first rush of children was over, more adult borrowers began to come in and the use of the adult collection has been increasing with gratifying rapidity. It may be necessary to place a small foreign collection in the Georgetown branch, although in other districts we have been able to supply these books from the central library. In Georgetown the demand seems more general and insistent, from foreign-born readers, for books in their mother tongue.

The final report on the inventory of books has not been handed in to the Librarian's office because we are certain that some of the books on the "lost list" will eventually be found. We have thus far been able to correct many records during the inventory and have given these corrections to the catalogue department for final revision.

Deposit station no. 4 has been a convenience to people living at the extreme end of Rainier Valley—too far from Columbia to use the branch there. Our experience during the year has shown us that it is advisable to open deposit stations in districts where we have been asked to build branch libraries. With the work at the deposit station as a basis, we can more easily decide whether or not a branch is needed. It also helps in determining upon a location for a building best suited to the majority of readers in the district. The size of the building and the selection of books may both be dependent upon information gained through the deposit station.

The members of the branch staff, with the help of Miss Lathrop, of the schools division, have made a notable advance in the branch work with schools. Our experience last year has been used as a basis both for change and for development, and already we can see most satisfactory results. Even with the elementary instruction which we are able to give, the children seem better fitted to help themselves when they come to the library, and their interest in what the library can do for them is greatly increased. We are planning to have two regular series of lessons next year; the first coming as soon as possible after the opening of the school year in September, and the second at the beginning of the next semester in February.

The general work throughout the branch system has had a normal and encouraging growth during 1912. Two new members have been added to the staff—Miss Towner in charge of the Georgetown branch, and Mrs. Bowen as children's librarian at West Seattle. Mrs. Bowen has been giving one afternoon a week to the story hour at Fremont, with an occasional Saturday afternoon for work among the Fremont children.

In June we moved the Fremont branch into a large and convenient store room on the opposite side of the street and on the sidewalk level. We fitted up the new room with an up-to-date charging desk, magazine racks, and some new shelving, and rented a room in the basement for the story-hour. Apparently so much interest has been aroused lately among the people at Fremont that they are asking for a new library building of their own.

In February we fitted up the large auditorium on the second floor at Ballard for a children's room, giving up the entire first floor to adult readers and borrowers. We have had several new problems in discipline and general management to solve in this connection, and have sent more help during the winter evenings for the desk and supervision of the stairs and halls. In December we arranged a kitchenette and rest room for the staff on the second floor and this has added greatly to their comfort.

The indirect lighting system has been installed at the University branch, arousing the usual enthusiasm among readers and librarians.

The use of the auditorium at Green Lake has greatly increased during the year.

The outlook for 1913 is very encouraging and inspiring. With three new buildings in prospect and several more deposit stations to open, and with the very apparent interest and enthusiasm of the staff, we feel certain of securing even better results than we had in 1912.

JOSEPHINE TABER
Superintendent of Branches

Branch Department Circulation

The circulation from the branches and deposit stations during 1912 is shown in the following table:

Branches	Adult	Juvenile	Total
Ballard	35,089	34,201	69,290
Columbia	17,636	14,505	32,141
Fremont	. 20,004	16,970	36,974
Georgetown (opened Nov. 27)	. 1,205	2,165	3,370
Green Lake	. 38,017	36,684	74,701
University	. 37,863	31,578	69,441
West Seattle	. 27,127	17,414	44,541
Branch total	.176,941	153,517	330,458
Deposit stations			
No. 1. Jackson St.	. 10,814	6,749	17,563
No. 2. South Park	. 5,000	4,734	9,734
No. 3. Mt. Baker Park	. 2,545	1,673	4,218
No. 4. Rainier Beach (opened Nov. 2)	. 538	451	989
Special deposit stations*	. 1,372		1,372
Deposit station total	20,269	13,607	33,876
Grand total	.197,210	167,124	364,334

^{*}Includes: 25 fire stations, Everett Smith Home, Florence Crittenton Home, Lebanon Home, Katherine Blaine Home, Y. M. C. A. and Y. W. C. A. summer camps.

Appendix A Library Staff, December 1912

EXECUTIVE DEPART	MENT
LibrarianLibrarian's secretary	Judson T. Jennings
Auditor	LEANNE A ROWMAN
Office assistant	Rowland T. Sanders
ORDER DEPARTME	
Assistants Gertrude H.	CROCKER, E. FAY WOOLSEY
Stenographer Mrs	. Genevieve F. Rosenberg*
Page	BERENICE M. NORTON
CATALOGUE DEPART	MENT
Chief Assistant cataloguers RUTH E	BERTHA WAKEFIELD
Lucia E	LALEY ACNES HANSEN
Shelf lister Card filer	ISABELLE WHEELER
Card filer	HARRIET C. ALLISON
Typist Page	ALMA A. LITTLE
CIRCULATION DEPART	
Superintendent of circulation	
First assistant Mrs.	MARGARET F. MEYDENBAUER
Assistants Donna Dunlap, Marian Hall	ER, MRS. FERNE H. HARRIS.
Blanche Josselyn, Mrs. D.	Z. McClelland, Florence
E. McLaughlin, Fannie E. Re rine T. Walsh*, Winifred W	YNOLDS, IVIARY ROE, KATHA-
Telephone operator	MARGARET HARMON
Guard and collector Head page	WALTER C. YOUNG
Pages Fred Barrett*, Edward A	SCHAFER, JOSEPH SIDLER.
Addis Walker*, John Wor	THERSPOON*
REFERENCE DEPART	MENT
Reference librarian	CHARLES H. COMPTON
Assistant reference librarian	MRS. GERTRUDE F. HESS
Reference attendants	EXANDER, DUBOIS MITCHELL
ragesRAYMOND DAHL, RUSSEL PETI	ERSON*, DUDLEY WOODBRIDGE
FINE ARTS AND TECHNOLOGY	DIVISIONS
Head Fine arts division	Annie H. Calhoun
Assistant Technology librarian	OLIVE E. BETTINGER
PagesRUDOLPH EHR	LICHMAN*, EMERSON LANDES
PERIODICAL DIVISION Head	MARION D. THUM
Assistant	VINCENT H. GOWEN
Custodian of newspapers	A. J. VILLARS
Evening attendants Periodical room. ORVILLE FAIRB Evening attendants Newspaper room	URN", ELIZABETH KIRKWOOD*
Page	EARLE A. THOMPSON
*Part time	

CHILDREN'S DEPARTMENT

Superintendent of Children's Department	GERTRUDE E. ANDRUS
Head	Margaret Lathrop Charlotte S. Best
CENTRAL CHILDREN'S ROOM Children's librarian Assistants	AUGUSTA ANDERSON
BRANCH DEPARTMEN'	T IOSEPHINE TABER
Assistants	AVE. ALICE F. KITTREDGE
Branch librarian Children's librarian Assistants LUCIA E. S Page Janitor	MARY McKNIGHT TOLL, FLORENCE HOVEY* RAY ROGERS*
Branch librarian	FANNIE L. DUDGEON Mrs. George Goodwin*
Branch librarian Page Janitress	PAUL DEBRUYN*
Branch librarianPage	LETA E. TOWNER AUGUST MOTZ*
GREEN LAKE BRANCH Branch librarian Children's librarian Assistant Page Janitor	LOURETTA C. COLE CHRISTINA R. HARGRAVE FRANK WARREN®
UNIVERSITY BRANCH Branch librarian Children's librarian Assistant Page Janitor	ANNIE E. HALL FLORENCE C. GANDOLFO* DUDLEY CODDINGTON*
WEST SEATTLE BRANCH Branch librarian Children's librarian Page Janitor	.Mrs. Elizabeth BowenArthur Stevenson*

^{*} Part time

BINDERY DEPARTMENT

Foreman	HARRY W. HYDE
Forwarders	WILL CONRAD, ALEXANDER FINDLAY, WILLIAM
	A. FISHER, CREIGHT MARTIN
Stitchers	
	McGonagle, Mrs. Ora Rood
Apprentice	HAROLD H. RETZMAN

MECHANICAL DEPARTMENT

Chief engineer	HARRY R. ROGERS
Assistant engineer	JOHN H. COKE
Elevatorman	C. G. Oyston
	James Lonney
Janitors	ERNEST CRAGGS, GEORGE F. W. GOODWIN,
	JAMES E. MARTIN, W. H. SCOWCROFT
CleanersMRS. J. W. G.	REATHOUSE, YULAH MARTIN, MRS. M. RICHARDSON

^{*} Part time

Appendix B—Table 1
Total circulation by classes, 1912

CLASS	Central	Ballard	Columbia Branch	Fremont	George'n Branch	Green L. Branch	Univ. Branch	W. S. Branch	Schools	Play- grounds	Deposit Stations	Total	Percent-
1	1,897	359	208	223	4	460	909	392	122	77		4,347	.51
	7,036	1991	96	123	4	297	455	569	=		82	8,539	1.00
	900'9	643	280	325	27	842	830	474	1,969	19	212	11,669	1.37
	9,678	851	252	349	22	936	1,322	625	604	4	304	14,957	1.75
	909'9	3,716	1,379	1,435	272	3,236	2,828	1,404	6,440	554	1,454	29,326	3.44
	2,720	1,591	949	277	77	2,452	1,267	755	183	128	264	10,360	1.21
Natural science	6,865	1,146	210	356	28	1,000	096	512	3,353	70	172	14,672	1.72
	14,971	1,888	630	701	09	2,168	2,045	1,309	975	6	356	25,112	2.95
	17,620	1,430	565	650	69	1,940	2,223	1,450	719	13	444	27,153	3.19
iterature (fiction	21,978	3,318	1,219	1,389	155	3,619	4,005	1,948	3,139	167	1,052	41,989	4.93
	11,320	2,225	849	974	136	2,359	1,328	1,183	5,388	87	822	26,671	3.13
	11,460	2,302	748	1,039	102	2,170	2,970	879	3,760	165	752	26,347	3.09
	10,250	1,177	509	729	55	1,366	1,491	704	2,870	59	545	19,755	2.32
	263,323	46,092	23,266	27,196	2,353	48,237	44,351	29,078	30,060	2,631	27,417	544,004	63.84
blind	137	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	_	\$ 0.00 mm	6 6 8 8 9 9 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		B	B 6 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9			138	.02
	*9,378	844	00	38		312	96	74				10,713	1.26
	21,582	2,386	1,254	1,207	9	3,619	2,761	3,559		1	3 7 8 1 8 9 9 1 9	36,374	4.27
	422,829	70,134	32,149	37,012	3,370	75,013	69,500	44,615	59,593	4,035	33,876	852,126	100.00
											М		

* Includes pictures and selections from schools

Appendix B—Table 2
Adult circulation by classes, 1912

CLASS	Central Library	Ballard Branch	Columbia Branch		Fremont George'n Branch Branch	Green L. Branch	Univ. Branch	W.S. Branch	Deposit Stations	Total	Percent-
General works	161	17	=	15	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	18	24	35		311	90.
Philosophy	6,959	150	77	112	3	276	459	792	78	8,346	1.55
Religion	4,677	173	75	130	3	275	347	208	28	5,916	1.10
Sociology	8,729	502	126	227	10	551	877	371	200	11,593	2.15
Philology	1,298	27	14	24		32	65	20	10	1,520	.28
Natural science	5,035	227	54	105	5	225	368	194	69	6,278	1.17
Useful arts	13,294	848	344	384	37	1,230	1,097	875	223	18,332	3.40
Fine arts	14,740	417	252	223	20	748	899	664	140	18,103	3.36
Literature (except fiction)	18,040	1,418	397	779	37	1,284	2,152	988	378	25,371	4.71
Travel	7,777	765	242	359	35	763	485	471	352	11,249	2.09
History	7,500	617	160	364	17	512	1,242	268	186	10,866	2.02
Biography	7,918	485	198	364	00	460	765	217	200	10,615	1.97
Fiction	214,271	27,356	14,632	15,774	1,026	28,178	26,554	19,443	18,409	365,643	62.89
Books for blind	137			-						138	.03
Pictures	8,532	737		38		280	26	72		9,685	1.80
Periodicals	21,078	2,087	1,054	1,143	4	3,465	2,559	3,183		34,573	6.42
Total	340,176	35,826	17,636	20,042	1,205	38,297	37,889	27,199	20,269	538,539	100.00

Appendix B—Table 3
Juvenile circulation by classes, 1912

					11100110			(Constant)					
CLASS	Central Library	Ballard	Columbia Branch	Fremont Branch	George'n Branch	Green L. Branch	Univ. Branch	W.S. Branch	Schools	Play- grounds	Deposit Stations	Total	Percent-
General works	1,706	342	197	208	4	442	581	357	122	77		4,036	1.29
Philosophy	77	16	19	=		21	26	7			4	193	90.
Religion	1,329	470	205	195	24	295	483	266	1,969	19	184	5,753	1.83
Sociology	949	349	126	122	12	385	445	254	604	41	104	3,364	1.07
Fairy tales	6,608	3,716	1,379	1,435	272	3,236	2,828	1,404	6,440	554	1,454	29,326	9.35
Philology	1,422	1,564	632	253	77	2,420	1,202	705	183	128	254	8,840	2.82
Natural science	1,830	616	156	251	23	775	592	318	3,353	70	107	8,394	2.68
Useful arts	1,677	1,040	286	317	23	938	948	434	975	6	133	6,780	2.16
Fine arts	2,880	1,013	343	427	49	1,192	1,324	786	719	13	304	9,050	2.89
Literature (except	3,938	1,900	822	610	118	2,335	1,853	1,062	3,139	167	674	16,618	5.30
Travel	3,543	1,460	209	615	101	1,596	843	712	5,388	87	470	15,422	4.92
History	3,960	1,685	288	675	85	1,658	1,728	119	3,760	165	999	15,481	4.94
Biography	2,332	692	311	365	47	906	726	487	2,870	59	345	9,140	2.91
(including Fiction picture books)	49,052	18,736	8,634	11,422	1,327	20,059	17,797	9,635	30,060	2,631	9,008	178,361	56.88
Pictures	*846	107	80			32	33	2				1,028	.33
Periodicals	504	299	200	64	2	154	202	376				1,801	.57
Total	82,653	34,308	14,513	16,970	2,165	36,716	31,611	17,416	59,593	4,035	13,607	313,587	100.00
The state of the s		-	The same of the sa	-									

* Includes 703 selections from schools

Comparative circulation by months and years since opening of library Appendix B—Table 4

Total	2,654 98,000 198,000 177,240 193,276 109,414 119,213 1	
Play- grounds	114,04 - 14000 - 140000 - 14000	-
Deposit Stations	20,000 100 100 100 100 100 100 100 100 10	
Schools	6 1 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4	
Dec.	2.6574 4.0574 11.11.27 12.11.27 12.11.27 12.0574 12.05	
Nov.	6.226. 1.8.7788. 1.8.7788. 1.8.7788. 1.11.610. 1.11.610. 1.17.008. 1.008. 1.008. 1.008. 1.008. 1.008. 1.008. 1.008. 1.008. 1.0	-
Oct.	6.142 12.569 12.569 12.569 10.908 11.4435 11.435 11.7306 12.3887 12.3887 12.3887 12.3887 12.3887 12.3887 13.887 13.887 14.085 16.0095	-
Sept.	18,220 11,385 12,220 11,325 13,220 11,325 11,325 11,06	-
Aug.	6.096 12.006 12.006 12.006 12.006 12.006 111.1575 111.1575 114.751 118.259 118.259 118.259 118.259 118.259 120.126 20.126	
July	11.196 11.196 11.196 11.196 11.196 11.196 11.196 11.197 11	
June	5.237 7.1162 5.8431 5.8431 7.660 11.1373 11.1373 11.1373 11.205 11.205 11.205 12.007 10.007 1	
May	5.631. 11.883. 11.883. 11.883. 11.810.	
April	6.073 1.2.193 1.2.193 1.2.193 1.2.193 1.3.50 1.1.197 1.197 1	
March	6.080 13.5325 13.514 17.202 17.202 17.202 11.3.514 11.0.552 11.0.57 11	
Feb.	5.26.4 1.1.1.1.86.4 1.1.2.0.80 1.1.2.0.	
Jan.	4 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6	
Year	1894 1895 1895 1895 1895 1895 1895 1990 1990 1990 1990 1990 1990 1990 19	

South Branch Seattle Branch opened, July 25; University Branch closed, July 28-Aug. 5; Green Lake Branch re-opened in Carnegie building, July 31. j University Branch re-opened in Carnegie building, Aug. 6. & From Sept. 1910-June 1911. I Deposit Stations 1, 2, 3, opened. h Green Lake Branch closed, April 12-July 30. i West f Ballard From Sept.-Dec. † From Jan.-June. a Fremont Branch opened, Feb. 7. b Green Lake Branch opened, Oct. 9. m Fremont Branch closed, 13 days. n Deposit Station 4 opened, Nov. 2; Georgetown Branch opened, Nov. 27. e South Branch closed, June 22. d University Branch opened, March 8. g Columbia Branch opened, June 22. Branch opened, Nov. 27. opened, July 16.

Appendix C—Table I Financial Statement

Available library fund balance in city treasur January 1, 1912		
December 1911 bills payable in January 191		
from above balance		
from above balance	17,2/1.77	
Balance for 1912	\$ 11,925.33	
RECEIPT	rs	
Library collections	\$ 4.621.56	
Licenses, fines, and fees		
Taxes		
	\$145,338.85	
Rebate on Fourth Avenue regrade assessment	568.46	
Cancelled warrants	17.25	
Loan from general fund for Georgetow	n	
branch	5,000.00	
Contribution from Col. Alden J. Blethe	n	
toward purchase of site for Queen Ann	ie	
branch	500.00	
From Park Board toward purchase of site for	or	
Yesler branch	15,000.00	
Subscriptions from Rainier Valley citizen	15	
toward purchase of site for Columbi	a	
branch	2,500.00	
Total receipts	168.924.56	
Total receipts	100,724.50	

EXPENDITURES

Central library

Library staff payroll	\$ 47,257.33
Building payroll	8,117.20
Fuel	1,344.97
Light and power	2,453.35
Water	224.60
Telephones	67.80
Insurance	123.35
Repairs and alterations	1,725.00
General expense	482.50

Total available fund for 1912.....

\$ 61,796.10

\$180,849.89

Financial Statement—Continued

Building supplies		1,101.78	
General and undivided expens Building supplies		1,101.78	
Furniture, fittings, and fixtures		6,054.76	
Stationery, printing, and supplies		4,653.31	
Books and maps		28,505.03	
Periodicals and newspapers		2,493.33	
Bindery payroll		8,275.96	
Bindery supplies		1,924.82	
	\$	53,008.99	
Total maintenance			37,227.82
I otal maintenance		301.	J1,441.04
		фι	J1,221.02
Increase in allowance for petty library expenditures	K-	φι	100.00
Increase in allowance for petty library expenditures	K-	φι	
Increase in allowance for petty library en penditures Central building and grounds	K		
Increase in allowance for petty library expenditures	K		
Increase in allowance for petty library en penditures Central building and grounds	K		
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$	258.05	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$ \$	258.05 258.05	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$ \$	258.05 258.05 282.75	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$ \$	258.05 258.05 282.75 4,540.00	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$\$	258.05 258.05 282.75 4,540.00 15.45	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$ \$	258.05 258.05 282.75 4,540.00 15.45 7,248.45	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$	258.05 258.05 282.75 4,540.00 15.45 7,248.45 707.95	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$	258.05 258.05 282.75 4,540.00 15.45 7,248.45 707.95 6.00	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$	258.05 258.05 282.75 4,540.00 15.45 7,248.45 707.95	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$	258.05 258.05 282.75 4,540.00 15.45 7,248.45 707.95 6.00	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$	258.05 258.05 282.75 4,540.00 15.45 7,248.45 707.95 6.00 17,565.98 30,366.58	
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$\$	258.05 258.05 282.75 4,540.00 15.45 7,248.45 707.95 6.00 17,565.98 30,366.58	100.00 30,624.63
Increase in allowance for petty library expenditures Central building and grounds Miscellaneous building expenses	\$\$	258.05 258.05 282.75 4,540.00 15.45 7,248.45 707.95 6.00 17,565.98 30,366.58	100.00

Appendix C—Table 2 Library Collections

The collections of the central library and branches and the disposition made of them are shown in the following recapitulations from the library cash book.

RECEIPTS

Cash on hand January 1, 1912	\$ 76.04
Reserve postals	80.20
Pay collection of duplicate books	1,105.74
Lost books paid for	270.89
Temporary deposits	121.04
Two-dollar and five-dollar deposits	587.00
Non-resident membership fees	
Fines for overdue books	3,039.93
Sale of old newspapers, furniture, brass clippings, and books	29.34
Reimbursements for freight and broken windows	14.92
Refund on book bill	3.34
Return premium on West Seattle fire insurance policy	26.65
Rental of Columbia branch for voting purposes	5.00
Sale of fiction catalogues	85.10

DISBURSEMENTS

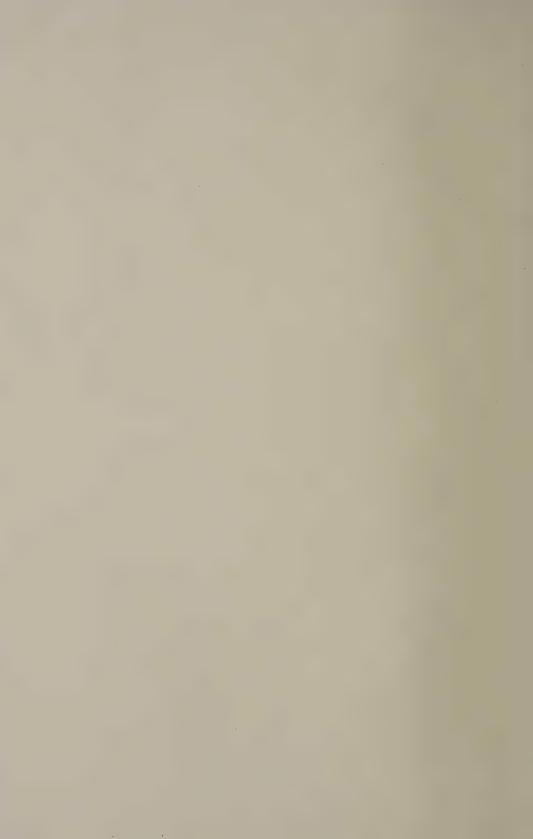
Credit balance	\$	4.43
Refunds for lost books returned		76.99
Temporary deposits refunded	1	03.86
Two-dollar and five-dollar deposits refunded	. 5	90.00
Fines refunded		.75
Deposited with city treasurer for library fund	4,6	21.56
Cash on hand December 31, 1912		87.60

Total\$5,485.19 \$5,485.19

Segregation of above by libraries

-	ash on hand Jan. 1, 1912	Receipts	Disburse- ments	Cash on hand Dec. 31, 1912
Central library	\$39.03	\$4,529.30	\$4,514.54	\$53.79
Ballard	7.78	163.94	166.40	5.32
Columbia	3.67	89.45	89.39	3.73
Fremont	6.41	78.58	81.76	3.23
Georgetown	******	.76		.76
Green Lake	5.11	159.00	155.95	8.16
University	7.70	252.48	250.67	9.51
West Seattle	6.34	140.66	143.90	3.10
	\$76.04	\$5,414.17	\$5,402.61	\$87.60









Publications of the Library

Sent free of charge on application to the library

Annual reports. 5th-9th, 13th-21st. 1895-1899, 1903-1912.

The 1st, 2d, and 3d reports were published in "Seattle municipal reports" for 1891, 1892, and 1893; the 4th, 10th, 11th, and 12th were never printed; the 5th, 6th, 17th and 20th are out of print.

Monthly bulletin. v. 1-4, 5-7. Nov. 1896-Dec, 1900, Jan. 1905-

None were published Jan. 1901-Dec. 1904; discontinued Dec. 1907. v.1, no.1, v.2, no.5, v.3, nos.1-12, v.4, nos.1 and 2 are out of print. Proceedings at the opening of the Seattle Public Library build-

ing, December 19, 1906. 32 p.

Periodicals currently received by the Seattle Public Library and by the Library of the University of Washington. Ed. 1. 1909. 30 p. Ed. 2. 1910: 31 p.

Scheme of library service. 1909. 4 p.

- Same. Revised, 1912, 4 p.

FINDING LISTS

English prose fiction. 1903. 126 p. Natural science. 1905. 34 p. Useful arts. 1905. 45 p. Fine arts, 1908, 64 p.

REFERENCE LISTS

These lists have been compiled and printed to render easily accessible the material in this library on the various subjects.

Subject list of Catholic books in the Seattle Public Library, January 1909. 45 p.

Published under the auspices of the Knights of Columbus, Seattle Council, Obtainable also at the library.

Books relating to engraving. April 1909. 8 p.

List of books about birds. July 1909. 11 p.

Books of interest to Sunday-school workers. 1910. 16 p. Published by the King County Sunday-school Association. Obtainable also at the library.

Municipal plans; a list of books and references to periodicals in the Seattle Public Library. Compiled by Katharine April 1910. 13 p.

List of books for teachers. Compiled by Gertrude F. Hess. Reference list no. 2. May 1910. 22 p.

Pacific Northwest; a brief descriptive list of books, with suggested outline of study. Compiled by Katharine B. Judson. Reference list no. 3. May 1910. 12 p.

Municipal government; a list of books and references to periodicals in the Seattle Public Library. Reference list no. 4.

List of books for schoolroom libraries, grades 3-8. School list no. 1. June 1911. 27 p.

Christmas list of gift books for children, November 1911, 13 p. Harbors and docks; a list of books and references to periodicals in the Seattle Public Library. Reference list no. 5. February 1913. 40 p.

gardening, and domestic architecture, have been compiled and





Seattle Public Library Twenty-first Annual Report 1911

Seattle Public Library

Hours of Opening

Central Library

Fourth Avenue and Madison Street Telephones: Main 2466; Elliott 2466

Week days Sundays and holidays 9 a. m. to 10 p. m. 3 to 10 p. m.

The Children's room is open on week days from 9 a. m. to 9 p. m. and is closed on Sundays and holidays.

Branch Libraries

Open from 2 to 9 p.m. except on Sundays and holidays

Ballard

2026 Market St.

Columbia

4921 Rainier Blvd.

relephone, Beacon 107

Tolophor

3424½ Fremont Ave.

Green Lake

E. Green Lake Blvd, and 4th Ave. N. E. Telephone, Kenwood 850

University

10th Ave. N. E. and E. 50th St.

relephone, Kenv

West Seattle College St. W. and 42d Ave. S. W. Telephone, West 468

Deposit Stations

No. 1 Weed's Pharmacy 26th Ave. S. and Jackson St. Telephone, Beacon 2260

No. 2 South Park Pharmacy Dallas Ave. and Rose St. Telephone, Sidney 192

No. 3 Mt. Baker Park Pharmacy

36th Åve. S. and McClellan St. Felephone, Beacon 476

The use of the library for reading and reference is free to all.

Any resident of Seattle may draw books from the library without charge on signing at the central library or at one of the branches or deposit stations the proper application and agreement.





Twenty-first Annual Report

of the

Seattle Public Library

1911

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Press of

Dearborn Printing Company, Seattle

Library Board, 1911-12

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

G. A. C. Rochester	.Term expires April 1st, 1912
Frederick M. Padelford	Term expires April 1st, 1913
GEORGE E. WRIGHT.	Term expires April 1st, 1914
Samuel Morrison	Term expires April 1st, 1915
JACOB SCHAEFER	Term expires April 1st, 1916
John W. Efaw	Term expires April 1st, 1917
DANIEL B. TREFETHEN	Term expires April 1st, 1918

Officers of the Board

G. A. C. Rochester	Chairman
George E. Wright	Vice-Chairman

The Librarian serves as Secretary of the Board.

Standing Committees

Administration	Messrs. Morrison, Efaw, Trefethen
Art Gallery and Museum	Messrs. Schaefer, Trefethen, Morrison
Books and Periodicals	Messrs. Padelford, Wright, Schaefer
Branches and Delivery Stations	Messrs. Trefethen, Padelford, Wright
Building and Grounds	Messrs. Efaw, Morrison, Padelford
Finance	Messrs. Wright, Schaefer, Efaw

The Chairman of the Board is ex-officio a member of all committees.

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TWENTY-FIRST ANNUAL REPORT

To the Honorable, the Mayor, and City Council of Seattle.

Gentlemen:—In behalf of the Library Board of the City of Seattle, I herewith transmit the report of the Library department for the year 1911.

Respectfully

G. A. C. ROCHESTER

Chairman

Seattle, Washington, January 1, 1912.

Report of the Librarian

To the Library Board of Seattle:

Gentlemen: I have the honor to report as follows on the work of the Seattle Public Library during the year ending December 31, 1911.

Volumes

On January 1, 1912, there were 150,591 volumes in the library, the net additions for the past year having been 22,282.

Distributing agencies

The library now has the following agencies for the distribution of books: the central library, 6 branch libraries, 3 general drugstore deposit stations (established during 1911 and in successful operation), 25 fare-engine houses, 386 schoolrooms, 5 playgrounds, and 12 special deposit stations—a total of 438 agencies.

Registration

The number of registered borrowers is 45,120, a gain of 3,157 or 7.5%. Nineteen per cent of the population are registered as borrowers, not including those who use books only at the library buildings, or those children who borrow only from the small collections placed in the rooms of the public schools. Of the total number of registered borrowers, 23% are juvenile.

Occupations of library borrowers

An interesting table showing the occupations of library borrowers has been compiled in the circulation department. Of the 45,120 borrowers, 34,706 hold adult cards. Of the latter, 25% or 8,866 give specific occupations as follows:

	No.	Percentage.
Bookkeepers, clerks, stenographers, etc	2,363	26.65
Engineers, electricians, chemists, machinists, mechanics,		
draughtsmen, and miners	998	11.26
Teachers, professors, librarians	927	10.46
Laborers, servants, messengers, etc	685	7.73
Contractors, carpenters, plumbers, painters, etc	581	6.55
Merchants, bankers and brokers, manufacturers, etc	523	5.90
Workers at miscellaneous trades	447	5.04
Real estate and insurance agents	347	3.91
Physicians, dentists, nurses	312	3.52
Architects, artists, musicians, etc	294	3.32
Telegraph and telephone employees	273	3.08
Government employees, postmen, policemen, firemen, etc	249	2.81
Lawyers	215	2.42
Railroad and street railway employees	174	1.96
Printers and bookbinders	154	1.74
Ranchers, gardeners, and lumbermen	144	1.63
Clergymen, religious and social workers	129	1.46
Newspaper men	51	.56
-		
Total	8,866	100.00

Of the borrowers listed in the foregoing table, 85% should find the new technology room, which is to be opened within the coming year, of service to them.

Circulation

The total circulation of books for home use was 772,374, or 3.25 loans per capita. The increase, 122,763 or 19%, is nearly double that of 1910. Thirty-eight per cent of the total circulation was juvenile books. The circulation would bulk still larger in figures except for the fact that books are now loaned for 28 instead of 14 days. Of the total circulation, 66% was fiction.

Borrowers' rules

The borrowers' rules have again been revised, the chief changes being the reduction of the daily fine for overdue books from two cents to one cent, and the reduction of the deposit in the case of a temporary resident from \$5 to \$2.

Reference department

For the purpose of unifying the reference work of the library, the fine arts department and the periodical department have been made divisions of the reference department and placed under the general supervision of the reference librarian.

The Washington State Art Association, which, since the opening of the central library in December 1906, had occupied the large room at the north end of the top floor, moved in August to its new quarters at 1417 5th Avenue. The room thus vacated is being equipped for use as a reading room for technology and fine arts.

Binding

The library bindery turned out 13,488 volumes of binding and rebinding, in addition to considerable miscellaneous and repair work and the gilding of call numbers on 31,915 volumes. The total cost of operating the bindery was \$8,515.95. We have made a careful estimate to discover what this same work would have cost if done by an outside bookbinder, basing the estimate on a schedule of prices recently quoted to us. The result shows that we have made a money saving of at least \$1,380 by operating our own bindery.

Painting and lighting

At the central library, the walls in about half of the rooms were repainted during the year. The Nernst lamps were removed and new fixtures with Tungsten lamps substituted. The latter are provided by the library, enabling us to secure a lower rate on current consumed. The net result will be a saving in the lighting bill of approximately \$1,000 a year, even after making allowance for the cost of lamp renewals.

Multigraph

In November 1910, the library purchased a multigraph machine with complete equipment, including printing-ink attachment, electric power drive, and automatic feed. On this machine are now printed about half of the blanks and forms used by the library. Some forms are too large or of too heavy stock to be managed with advantage on the multigraph. For other standard forms likely to be in use for some time, electrotypes are made and the printing is done on the multigraph in ink, the results being the same as if the work were done on a regular printing press. Shortly before Christmas, 2,000 copies of a sixteen-page booklet, "Christmas list of gift books for children," were printed on the multigraph from electrotypes. For some forms

for transient use and for short lists of books, monthly bulletins, etc., multigraph type and ribbon are used. On fourteen standard forms, aggregating 164,000 pieces, there was an average saving over the previous cost of 55%.

Staff

Miss Minnie M. Oakley, who had held the position of head cataloguer since April 1, 1909, to our great regret resigned February 1, 1911, in order to accept a position in the Los Angeles public library. Miss Oakley was succeeded by Miss Bertha Wakefield, a graduate of the University of Minnesota and of the New York State Library School, with experience as cataloguer at Sioux City public library and Vassar College library.

Miss Katharine McMicken, in charge of the fine arts department since its organization in 1907, resigned in March 1911. Through her interest in the work and her knowledge of its needs, the fine arts department has grown to be an important part of the work of the library.

Miss Katharine B. Judson resigned during the past year in order to undertake the work of research assistant in the department of history at the University of Washington. She had been head of the periodical department since 1907 and by her efficient management the work with periodicals has been systematized and has increased each year in usefulness to the public.

The annual meeting of the American Library Association, held May 18-24, in Pasedena, Cal., was attended by the Chairman of the Library Board, the Librarian, and nine members of the staff. The Librarian and twenty members of the staff attended the annual meeting of the Pacific Northwest Library Association, held at Victoria, September 4-6.

Branches

The upper floor of the Ballard branch is being altered from an auditorium into a children's room, a change that will provide much better facilities for the growing work at that branch.

On January 31, 1911, Mr. Carnegie offered the Library Board an additional gift of \$70,000 for two branch library buildings. This gift was accepted and the Board has since been engaged in selecting sites for the buildings.

At present it appears that, with the interest and assistance of Mayor Dilling, the Library Board will probably succeed in bringing about an exchange of the Yesler triangle property for a site better suited to branch library purposes. The Park Board has offered \$15,000 toward the purchase of a site, the Library Board has selected a site, and an appropriation has been promised for the construction of the building. If this plan is finally carried out, a Yesler memorial branch library will be built in the neighborhood of 23d Avenue and Yesler Way, the Yesler triangle will be deeded to the city for park purposes, and the Library Board will feel well repaid for its years of negotiations.

Finances

The total expenditures for maintenance and operation in 1911 were \$133,470.81, divided roughly as follows: Salaries, \$70,571.-44; books, \$28,907.73; periodicals, \$2,894.24; binding, \$8,515.-95; supplies, printing, repairs, and other expenses, \$22,581.45. In addition to the above, \$9,656.58 was spent for permanent improvements to buildings, and two loans, amounting to \$39,307.55, were repaid to the city general fund.

The appropriation requested by the Library Board for the year 1912 amounted approximately to \$186,000. The City Council found it necessary to reduce this amount to \$145,000. Because of this reduction, it has been decided that for the year 1912 it will be impossible to establish any new deposit stations or to open any new branches. It has also been deemed necessary to reduce the book allowance from \$30,000 to \$26,400, to postpone for the year any increases in salary, and to undertake no construction or repair work of importance that would be a charge against the library fund. hope, however, to continue the operation of all departments and branches already started, and also to open the new children's room at the Ballard branch and the new technology and fine arts room at the central library. It is hoped also that during 1912 we can secure sites for the two new Carnegie branches and also a site for the Yesler branch, and that a beginning may be made in the construction of one of these buildings.

The appropriation to be allowed for the year 1913 should be large enough to provide books and operating expenses for one at least of the three new branches, for needed increases in salaries, for a larger book fund, for the establishment of more deposit stations, and for the equipment and operating expenses of a branch in the old Georgetown city hall.

Cost of circulating a book

We frequently hear it stated that the cost of circulating books from public libraries is extravagant, and we have even seen figures purporting to show the actual cost per volume of circulation in some particular library. These figures are apparently compiled by someone with a fondness for statistics but lacking in knowledge of the many activities of the modern public library. They usually arrive at the result by dividing the total expenditures for any one year by the total home circulation for that year. That the result is entirely erroneous may easily be shown.

The library does many things besides lending books. For instance, in the Seattle Public Library the work of the reference department, which includes the reference room, periodical room, fine arts room, and newspaper room, has very little to do with the circulation of books. In other departments, such as the order department, catalogue department, mechanical department, and book bindery, the preparation for circulation work and the preparation for reference work are so dovetailed as to make it almost impossible to determine the cost of each separately. From actual counts made at various times, it is estimated that over a million people use the various Seattle public library buildings in the course of a year, in addition to those who come to borrow books. The cost of serving these persons who do their reading at the library is fully as great as the cost of serving borrowers who do their reading at home. In the case of the borrower, the book perhaps has harder wear, and we must provide assistants and supplies to operate the machinery of charging and discharging the book. On the other hand, for those who read at the library we provide large reading rooms, with chairs, tables, light, heat, and ventilation, and the service of expert assistants.

As stated elsewhere in this report, the total regular expenditures in this library in 1911 were \$133,470.81. Of this amount, \$40,-317.92 was for books, periodicals, and binding. The greater portion, probably 75%, of the amount last named should be charged to the building up of the library's collection of books and not to the maintenance of the library in the year 1911. Deducting, then, 75% of the amount spent for books, periodicals, and binding, we find that the actual maintenance cost in 1911 was \$103,232.37. Dividing this amount by the number of units of service, that is, the 772,374 books circulated plus the 1,023,000 readers at the library buildings,

shows that the actual cost per unit of service in 1911 was approximately 5.75 cents.

Municipal reference library

An extension of the library service that we have contemplated recommending for adoption when the time seemed opportune is the establishment at the City Hall of a municipal reference library. In his annual message to the City Council, dated January 2, 1912, Mayor George W. Dilling made a similar recommendation. As soon as this message appeared, the Librarian had a conference with the Mayor and was able to convince him that such a library could be more efficiently and economically administered if operated as a branch of the public library, that the public library had already gathered considerable material with this object in view and had on its staff employees familiar with the best library practice and methods, and that the control of a municipal reference library by the Public Library Board would keep it free from the influence of partisan politics. At the Mayor's request, the Librarian submitted a brief on the subject of municipal reference libraries, with recommendations.

The idea of a municipal reference library arises from the increasing demand on the part of citizens that city government in all departments be administered not only honestly, but efficiently. In the efforts of progressive public officials toward this end, it is recognized that there must be a thorough knowledge of the facts relating to each question that comes up for consideration. Many of the mistakes in city government have been due to lack of knowledge, each city trying to solve its problems regardless of the experience of other cities. To meet this very definite need for practical information, a number of cities, including Baltimore, Kansas City, Milwaukee, Minneapolis, and St. Louis, have established municipal reference libraries. These municipal reference libraries are a direct outgrowth from the state legislative reference libraries which have been established in New York, Wisconsin, and thirteen other states.

The object of a municipal reference library is to gather at the city hall and to make easily available to city officials and members of the city council the best obtainable information and printed material on the subjects that come up for discussion in connection with the city government. The material which is collected consists of the municipal reports of that city and of other cities, city charters, ordinances, and council journals, also standard books on municipal af-

fairs, pamphlets, publications of municipal leagues, taxpayers' associations, and civic clubs, newspaper clippings, and letters which have been received in answer to questionnaires. Magazines on municipal topics are subscribed to, such as the American City, National Municipal Review, and the Municipal Journal and Engineer. The atm in classifying this material is to place together all material on a given subject. All the material should be so minutely catalogued and indexed that all the resources of the library on any subject would be readily available on demand.

The committee on municipal reference libraries appointed in 1909 by the National Municipal League included in its recommendations that municipal reference libraries should be established in all large citics, that as a general rule such libraries should be under the control of the public library, that such libraries should be located in the city hall where feasible, and that the municipal reference library should be the agency for the exchange of municipal documents.

We believe that such a library at the City Hall could be made of very great service to those connected with the city government, and that provision should be made for its maintenance.

Extension of library service

The opportunities for educational service to the people of Seattle through the development and extension of the public library are almost unlimited. The library users are becoming more numerous every year and they show an increasing appreciation of our efforts to improve the library service. There is, however, an urgent and justifiable demand on the part of those who use and of those who wish to use the library, for more books, more branch libraries, and more deposit stations. To provide these facilities and to improve steadily the quality of our work will require adequate funds. There is a splendid opportunity open to the Library Board to present these facts convincingly before the City Council.

A summary of statistics, reports of the heads of departments, and complete tables of statistics will be found in the following pages.

In closing this report, I wish to express my appreciation to the members of the Library Board for their sympathetic support of the library work, and to commend the library staff for their loyal and hearty service.

Respectfully submitted

JUDSON T. JENNINGS
Librarian

Summary of Statistics

		1910	1911
1.	Population (Federal census 1910)	237,194	237,194
2.	Number of volumes December 31	128,309	150,591
3.	Number of volumes added during the year	22,007	22,282
4.	Number of periodicals received, including du-		
	plicates	885	942
5.	Number of newspapers received, including du-		
	plicates	218	213
6.	Number of borrowers registered during the		
	year	22,267	22,853
7.	Total registration December 31	41,963	45,120
8.	Percentage of population registered as borrowers	18	19
9.	Circulation of books for home use:		
	Central library	383,042	386,353
	Ballard branch	56,527	66,427
	Columbia branch	25,562	30,232
	Fremont branch	28,575	32,728
	Green Lake branch	37,049	70,914
	University branch	44,107	60,004
	West Seattle branch	19,931	45,095
	Schools	45,715	49,638
	Playgrounds	4,291	5,595
	Deposit stations	2,540	20,515
	Total	649,611	772,374
10.	Circulation per capita	2.74	3.25
11.	Percentage of fiction circulation to total circu-		
	lation	65	66
12.	Number on staff December 31 in equivalent of		
	full-time assistants	94	102
13.	Tax rate	.5045 mills	.55 mills
14.	Total receipts from city	\$146,538.25	\$161,119.95
15.	Expenditures for salaries	62,274.94	70,571.44
16.	Expenditures for books	26,202.19	28,907.73
17.	Expenditures for periodicals	2,041.08	2,894.24
18.	Expenditures for binding	7,045.23	8,515.95
19.	Other operating expenditures	18,328.93	22,581.45
20.	Total regular expenditures		133,470.81
21.	Extraordinary expenditures		48,964.13
22.	Total expenditures		182,434.94

Reports of Departments

Order Department

The number of volumes in the library January 1, 1911, was reported as 128,309. During the year we have added 26,640 volumes; 4,475 are reported worn out and withdrawn, and 117 returned after having been lost and paid for, making the net additions 22,282, and the total number of volumes in the library 150,591.

Of the 26,640 volumes added, 1,279 were gifts to the library, the greater number being reports of various state governments and state experiment stations, and municipal reports from the large cities of the country.

The amount of money spent for books was \$28,907.73, including the cost of transportation. Among the purchases for the circulation department were about 1,300 volumes of foreign books, a number being in the Swedish, Norwegian, and Finnish languages, there having been a considerable demand by our Scandinavian citizens for books in these languages. Several fine sets for reference use have been added to our architectural collection this year.

We have made large additions to our periodical sets indexed in Poole and in the Engineering Index, and have also increased our music collection and started a small collection of sheet music.

Shipments of discarded books have been made to libraries in small towns and rural districts, to several prisons in the State, and to Alaska. While these books are badly soiled and in a poor condition generally, we have repeated requests for more books from the libraries which received earlier shipments.

Our work has been greatly facilitated by the much-needed addition of a stenographer to our staff.

HELEN GRACIE
Chief of Order Department

Catalogue Department

During the past year 26,640 books were prepared. Of these 5,872 were duplicates for schools and deposit stations and the remaining 20,768 were catalogued, including 7,591 new titles. There were prepared and filed 50,930 cards, of which 38,103 were for the catalogues at the central library and 12,827 for the catalogues at the branches. Of the total number of cards, 21,643 were typewritten cards and 29,287 were printed cards of the Library of Congress. In addition to the above, 35,000 cards were filed in the depository catalogue of the Library of Congress.

In order to aid readers in their use of the catalogues, two copies of a printed card of instructions, headed "How to use the card catalogue," have been inserted in each drawer of the public catalogues both at the central library and at the branch libraries. Some progress has been made in adding Cutter numbers to books and cards. The use of Cutter numbers was discontinued by this library early in 1907, but was resumed in March, 1910, the Cutter three-figure table being adopted. The stamping of catalogue cards "open-shelf" has been discontinued and in its place we now keep in the open-shelf room a special card shelf list of the books in the open-shelf collection. An adaptation of the decimal classification has been adopted for use in classifying our collection of sheet music. We have begun the practice of inserting in our catalogues entries for rare, important, or expensive books available at the library of the University of Washington, but not to be found in our library and not likely to be purchased.

Many changes have occurred in the cataloguing department staff during the year. Miss Oakley, the head of the department, resigned February 1st, and was succeeded by Miss Wakefield; Mrs. Jessie M. Boyd, cataloguer, resigned April 28th, and Mrs. Minna P. Reese, shelf-lister, November 18th. Miss C. Isabelle Wheeler, typist, was promoted to the position of shelf-lister, and Miss Ruth E. Browne, a graduate of Pratt Institute Library School, class of 1909, was appointed cataloguer September 1st. Miss Alma A. Little was appointed November 17th to the vacant position of typist.

BERTHA WAKEFIELD
Chief of Catalogue Department

Circulation Department, Central Library

The advance in the work of the circulation department during the past year may be measured by its improved equipment, both in books and furnishings, and by the facilities provided for bettering the service through further changes in rules and methods.

Improved equipment

The painting of the walls, the installation of new lighting, and the improvement in the ventilation of the open-shelf room have made this room much more inviting and have wrought changes in its appearance and atmosphere which are much appreciated, by the public and by the staff. The book shelves are made more attractive not alone by the improved condition of the book collections, but by the acquirement as well of handsome case and shelf labels. The case labels are made of wood which exactly matches the woodwork and are lettered in gilt. They are held in place on the bookcases by screw heads, which are fitted into brass evelets in the backs of the wooden labels. vice makes the labels portable so that they may be changed from one section to another as the shifting of the books may require. A framed outline of the classification and a floor plan of the room, showing the location of the books, have been provided, which, with the case labels, furnish a directory to the books by subject. Plans are now under way for constructing a sunken wooden slip tray at the return desk, and for placing beneath the counter of the registration desk Library Bureau cases containing standard trays for holding the files of applications and borrowers' cards. These conveniences will relieve the overcrowding of the files, will greatly expedite the routine work of both desks, and will free the desk counter from the encumbrance of unsightly files.

Books

While all of these changes have helped to raise the tone of the department, the most important acquisition has been 8,725 new books (including 1,006 cash duplicates). The regular shelf collection now contains 45,175 volumes. The foreign collections show an increase of 1,322 books, this number having been divided among the German, Scandinavian, French, Italian, Spanish, and Finnish collections. The

collection of cash duplicates comprises not only the new and popular books of fiction, but it has been found well worth while to include titles of intermediate and standard fiction, in the most attractive editions in which they can be procured. The books present striking contrasts of literary values as they stand side by side upon the shelves, but it is gratifying to find that the clean copies of the good old books still find favor, even among the readers who are first attracted to these shelves in search of the latest novels.

Circulation

In the circulation department at the central library 25,552 borrowers' cards are in force to date. The circulation for the year was 277,822, a gain of 7,349. These figures of circulation are disappointing and do not seem to represent the real increase in the volume of work. This is probably partly due to the fact that as books are now issued for four instead of two weeks, the circulation naturally makes a less favorable showing in figures. The work is still limited by the scarcity of standard and popular books. This condition is being overcome as rapidly as possible and in stating it as a limitation to the circulation, the liberal book fund which the department has received is not disregarded. But the fact still remains that the supply of books is unequal to the demand for them, and that large gains in circulation can not be attained until the borrowers more often find the books of their choice upon the shelves.

Reserved books

To lessen the disappointment of those who do not get the books they come for, non-fiction has been reserved free of charge. Within the year, 13,982 reserved books have been supplied upon request. This privilege has been much appreciated. It is another of those attentions to the individual borrower which are always so gratefully received. It is an accommodation to the public and to the library alike. It helps the borrower to obtain the books he wants, it encourages the reading of some of the best books, and in book-buying it serves as a guide to those books which are in greatest demand. Each month the reserve postals on file are examined to discover which titles should be duplicated. Orders for these books are placed at once and the books are rushed through the order, catalogue, and bindery departments and are more promptly supplied than ever before to the borrowers whose requests are on file.

Rules

Other changes in rules have been the reduction in fines on books issued from the adult circulation departments from two cents to one cent, and a reduction from \$5 to \$2 in the deposit required from a temporary resident. These rules were put into effect November 4, 1911. They are in harmony with the policy which has been followed of giving library service with as few restrictions or penalties as possible.

Methods

The close of 1911 marked the completed substitution of the Newark for the Browne charging system. The change has been effected with practically no confusion in the records, an accomplishment for which the staff merits high commendation. Coincident with the change in charging systems and with the preparation of lectures for the apprentice class, the methods of the circulation department have been fully reorganized and outlined. Library economy is nowhere so complex as it is in the circulation department of a large library which has a system of branches and deposit stations. Because of this and because of the number on the staff to whom the work must be detailed, it is essential that the practice of the department should be made explicit and definite; it makes for efficient and smooth-running service at the desks and between the related departments.

Open-shelf records

The simplification of the plan for keeping the records of the books shelved in the open-shelf room and stack promises to be wholly satisfactory. It takes very little time to sort out from among the new books received and to stamp with the word "Stack" the few titles which are not suited to open-shelf use, and with the exception of withdrawing a shelf-list card, it necessitates no changes whatever in the records when the books which have been on the open shelves are retired to the stack. (This change in method took effect September 23, 1911, beginning with book accessioned 180,029).

Fiction catalogue

The revision of the fiction having been finished, arrangements are now being made with The H. W. Wilson Company for the printing of 1,000 copies of a fiction catalogue of 2,000 selected titles. Such a finding list is at present needed more than any other and will surely prove most popular, as many requests are received for a catalogue of fiction. The catalogues will be sold at the nominal charge of ten cents a copy.

Lists

Lists compiled in this department which have not been previously reported are:

Collections of short stories

Contemporary women novelists

Criticism of fiction and the short story

Domestic economy (a topical list prepared for the supervisor of sewing and cookery in the city schools)

Dramatized novels

Holidays:

Christmas

New Year's

Thanksgiving

Selection of fiction and non-fiction for the State Reformatory at Monroe, Washington

Sex hygiene

Stories of western United States and Alaska

Stories of working people

Suggestions for general reading:

Three annotated lists supplied to the Y. W. C. A. for inclusion in its publication "Young Women"

Temperance

Translations and criticism of novels and drama from the German, French, Italian, Spanish, Scandinavian, and Russian (in the Seattle Public Library)

In the present state of the book collection careful work has to be done in looking up reviews for books which are under consideration for replacement. Much time is also given to the checking of lists which serve as valuable guides in book selection.

The department can boast no brilliant accomplishments during the year. Its only achievement has been the performance of a few homely 'tasks which have been undertaken to improve the present service and to lay the foundation for a more extended future work. It is very evident that the library borrowers have appreciated the liberal spirit of the service, and it may be that they too realize that our willingness to serve them is limited only by the resources at our command.

CHARLOTTE ELIZABETH WALLACE

Superintendent of Circulation

Reference Department

The work of the reference department as now constituted is carried on in four rooms, namely, reference, art, periodical, and newspaper, the total seating capacity being about 300.

Weekly staff meetings are proving themselves very valuable in enabling the staff to keep in touch with the work of the whole department. Each assistant keeps a list of any important reference questions and these are taken up in the meeting as also are other matters of interest to the department and the library.

The work with women's clubs is now systematized so that the results obtained are gratifying. Material upon the topics of each program is looked up, indexed on cards, and filed under the name of the club. About six weeks before a meeting, a postal is sent to each woman who appears on the program, notifying her that material on the subject of her paper is ready at the library. It is probably safe to say that 90 per cent of the women so notified come to the library.

A special effort has been put forth to collect material upon harbors, docks, and harbor facilities. A rather large number of books on this subject have been purchased and numerous reports from the harbor authorities of the principal American and foreign ports have been obtained. The immediate demand for such material arises from the establishment of the Seattle Port Commission and the plans which are being made for greatly enlarging the port facilities of Seattle.

Technology work

There has been progress in the technology work of the library. This was started in the latter part of 1910 by employing Mr. Thompson, a graduate in engineering, to take charge. The reference collection of technical books has been greatly strengthened and the use of these has accordingly increased. A number of lists of books on technical subjects have been compiled and rather widely distributed. The Seattle Union Record, which reaches several thousand men, prints each month a list of the technical books added and has also included several lists on special subjects.

With little doubt the most important event of the coming year for the reference department will be the opening of the new art and technology room. The books in the present art room and the books on science and useful arts from the open-shelf and reference rooms will be placed in this room, for which new furniture and wall and floor shelving have been ordered.

Periodical division

There has been an encouraging increase in the reference work done and in the circulation, both of which are indications of growth. The debate work in the schools is concerned more and more with present day issues, such as are found in the current magazines and newspapers, and an unlimited amount of work can be done with the students in that direction. An effort has been made during the year to prepare reading lists and collect material on current subjects, and it has been much appreciated.

The number of volumes of periodicals sent to the bindery during the year was 629, of which 378 were for the reference and art divisions, 211 for the branches, and 40 for the children's department. The number of periodicals on file was 485, the number of newspapers 196. Including the branches and counting duplicates, there were 942 periodicals and 213 newspapers received.

The total circulation of periodicals for the last two years was as follows:

		Back	Current	
	Art	numbers	numbers	Total
1911	1,341	4,834	10,124	16,299
1910	982	4,665	9,814	15,461

The total attendance in the newspaper room was 227,553, an increase of 6,738 over the previous year.

Art division

When Miss McMicken resigned as head of the art department, Miss Annie H. Calhoun, who had been first assistant, was appointed to fill her place. In May, Miss Calhoun was granted a year's leave of absence and Miss Llewellyn Roberts was transferred from the children's department and appointed assistant in charge.

Several exhibitions have been given in cooperation with other organizations. Of these may be mentioned the annual exhibit of the Seattle Architectural Club and the exhibition of the competitive plans for the Temple of Justice of the Washington state capitol group, under the auspices of the local chapter of the American Institute of Architects. Lists of books on pottery and porcelain, landscape gardening, and domestic architecture were distributed during exhi-

bitions. Maps and plans illustrating the "Plan of Seattle," made by Virgil Bogue for the Municipal Plans Commission, were exhibited for several weeks in the upper lobby of the library.

A collection of sheet music has been added and a method of classifying, cataloguing, and binding it has been adopted. About 500 photographs and 2,500 inexpensive prints were added to the picture collection.

Among the books received, the following are noteworthy:

Architecture aux salons. 1901.

Blondel. Réimpression de l'architecture fran aise. 4 v.

Croquis d'architecture. 1866-98. 25 v.

Durand. Recueil et parallèle des bâtiments classiques de tous les temps, de tout peuple, et de chaque style. 4 v.

Etoffes Japonaises.

Letarouilly. Le Vatican et la basilique de Saint-Pierre de Rome. 2 v.

Monuments antiques. 12 v.

Strack. Brick and terra-cotta work in Italy.

The Yerkes collection of Oriental carpets . . . with critical text by John Kimberly Mumford.

During 1911, the fine arts room circulated 10,275 books, 1,341 periodicals, and 4,290 pictures. The attendance was 29,684.

CHARLES H. COMPTON
Reference Librarian

Children's Department

Children's rooms

The work with children has been strengthened during the past year by the addition of trained children's librarians for the University, West Seattle, and Ballard branches. The children's work at the University and Green Lake branches is so heavy as to permit of no form of extension work, except the story hour and occasional school visiting.

Conditions at West Seattle present a different problem. The opening of the playground has curtailed the interest in the library, but it has been found possible to work very closely with the playground instructors. The children's librarian pays frequent visits to the playground, posts bulletins and lists of books in the lobby of the field house, and reads aloud to one of the sewing clubs. The stories read are left unfinished and there is a consequent demand for the book at the library.

The Ballard branch is doing particularly good work with the schools and the teachers are taking increasing advantage of the library's resources. At Ballard also the work is so heavy as to prevent further extension of library activities with the present number of assistants on the staff.

School visits have been made by all the children's librarians and the response from the teachers has been hearty and cordial. Classes from the upper grades have visited the branch libraries at Green Lake, University, and West Seattle, and have received instruction in the use of the catalogue and reference books. This has been so successful that, in the West Seattle branch, the children have been found passing on their information to other children, and even helping the grown-ups to use the catalogue.

The Central children's room is the only one in the system to show a decrease, but that is a heavy one, 5,012. The installation of deposit stations, the two additional playground libraries, and the increased branch facilities, all tend to serve the children in their own districts and make it unnecessary for them to come to the Central library. This dark cloud of decrease has its silver lining, however, for it makes possible the accentuation of that intensive and personal side of library work which is so valuable in a children's room. The staff of the central children's room has engaged in much outside work and during the summer had charge of the playground libraries.

Christmas exhibit

One of the year's activities was the recurrent Christmas exhibit of gift books, held in the teachers' room during the month of December. Similar exhibits were held at the Green Lake and West Seattle branches. Letters of invitation were sent to the women's clubs, civic centers, and churches, and announcements were made in the papers and in the school bulletins issued by the library. Printed lists, giving the publisher, price, and a descriptive note of each book, were distributed, and much more interest was shown than ever before, by both the visitors to the exhibit and the book dealers, who report a decided influence on their Christmas sales.

Clubs

The Boy Scout club of the central children's room was discontinued early in the spring and was not reorganized because no suitable leader was available. No clubs are conducted in any of the children's rooms, but club work is done at the West Seattle playground and through a Y. W. C. A. club at the Crescent Manufacturing Co.

Story hour

The eternal appeal of the spiritual and ideal is evidenced by the constant interest in the story hour, shown by both children and adults. Last year stories were told to 21,704 people, many of whom were long past the years allotted to childhood. Talks were given and stories told to parents' clubs, women's clubs, a class in primary education at the University, in churches, schools, the Child Welfare Exhibit, parks, playgrounds, and even at a banquet of the Women's Commercial Club. In the children's rooms, the stories told the older children have been of Siegfried and of Charlemagne, while animal stories, myths, legends, and Bible stories have been provided for the little children. The story hour at the Fremont and Columbia branches has become a permanent arrangement on one Saturday in each month, and the increase in the children's interest is perceptible in the figures of circulation.

Playgrounds

The libraries opened at the Beacon Hill, Rogers, Ross, Collins, and Miller playgrounds were not so successful as had been hoped. The libraries were installed in June before the close of school, with the expectation that the children might be interested before their vacation dispersal. They were interested, but it was not strong enough to hold them against the lure of vacation. The circulation was 5,595, a gain of only 1,304, although two additional libraries were in circulation. 1,045 children were registered and stories were told to 2,066. The work suffered through the lack of a permanent head, as conditions made it necessary to send first one person and then another. It is highly desirable that one person be placed in sole charge, and it is also recommended that another playground be added to the list, making one library day a week at each of six playgrounds.

Schools division

The work of the schools division of the children's department shows a gratifying improvement in circulation and in methods. The statistics are now recorded by the school year, September to June, instead of by the calendar year, as was formerly done. The change was made January 1911. The figures for September to December 1910, although previously reported, are included in the following statistics, in order to obtain the complete record of the school year, 1910-1911.

Schoolrooms supplied with libraries	291
Schoolrooms supplied with picture book sets	41
Schools supplied with reference sets for teachers	54
Schoolrooms visited	339
Clippings loaned	122

The circulation was 49,638, a gain of 3,923 over the school year 1909-1910.

The fine arts room has transferred all of its geography pictures to the teachers' room, where they have been graded to the course of study and are much used.

A one-page bulletin is mailed on the first of each month to each grade school and high school desiring it. It contains information about the library, notes from the various departments, notices affecting school-library work, and reading lists.

A lesson has been compiled on "The Seattle Public Library and how to use it," which the English teachers can use as a regular lesson in the English course. We have done this hoping that it may be a step toward something better in the future.

The School Board has shelved in the teachers' room a set of the text-books used in the Seattle schools. This is most useful in answering the requests which come to us frequently regarding the school text-books.

An alphabetic author list of books for schoolroom libraries was published this year. It contains 900 titles, representing the best of the books now in the schools collection.

GERTRUDE ANDRUS
Superintendent of Children's Department

Branch Department

During 1911 the progress of the work of the branches has been steady and satisfactory, the total circulation reaching 305,400.

Ballard

At Ballard, preparations are being made for changing the auditorium on the upper floor into a children's room. The platform and balcony have been taken out, a new charging desk and tables are being built, and indirect lighting installed. The first floor will now be left for the use of the adult borrowers and readers, and we hope within another year to build a new charging desk, rearrange the stacks, put in more comfortable chairs, change the lighting fixtures, and fit up the two closets on either side of the entrance for the storage of supplies.

The book collection has been growing gradually although it has been necessary to discard many books belonging formerly to the old South Branch and to the original Ballard collection. Additions to the Finnish collection of the Central library, bought from a special allowance, have been shelved for the present at Ballard.

Miss Elizabeth Robinson, librarian of the branch since May 1910, resigned December 31, 1911, to accept the position of librarian of the Medford, Oregon, Public Library. Miss Stella Hoyt, Pratt Institute Library School, class of 1909, reached Seattle to take charge of the branch January 1, 1912. Miss Mary McKnight, Pittsburgh Training School for Children's Librarians, class of 1911, is in charge of the children's work, and Miss Lucia Stoll, a graduate of the Seattle Public Library training class, 1910, has been appointed full-time assistant.

Columbia

The circulation at Columbia has shown a gain of 4,670 over that of 1910. A few additional shelves and lights have been put into the room, and a monthly story hour is now a part of the regular program.

Fremont

The annual change of entrance has again taken place at Fremont, the long flight of stairs from Fremont Avenue being once more in use. The gain in circulation for the year, 4,153, would have been much larger had it not been necessary, for so many months, to climb to the library over a narrow and apparently dangerous inclined plane, from a street in the worst possible condition of regrade. A monthly story hour is conducted regularly at Fremont.

Green Lake

At Green Lake the development of all phases of the work has been very gratifying. This is partly the result of the keen interest of the people of the neighborhood in a new and convenient building. The auditorium has been used for the meetings of various local organizations—the Business Men's Association (which provided one lecture during the summer on the subject of harbor improvements), the women's literary and musical clubs, whose committees have met in the library, and the Green Lake Ministerial Federation.

In September Miss Christina Hargrave was transferred from West Seattle to Green Lake, and with help from the central branch department and the apprentice class, we shall be able to manage the work for the remainder of the winter.

University

At the University branch we are trying to provide for the work without adding a third person to the staff. Miss Annie Hall, Pittsburgh Training School for Children's Librarians, class of 1911, is in charge of the children's work, and more than the time of one person is being supplied from the central library.

The auditorium at this branch has been used more freely than at any other. The weekly meetings of the Woman's Club, the bimonthly meetings of the University Community Club, several illustrated lectures during the year, together with the weekly library story hours, have shown the usefulness of auditoriums in neighborhoods where they are appreciated.

West Seattle

At West Seattle it has been impossible to foresee and plan the winter's work. The personnel of the staff has been entirely changed: Miss Dorothy Hurlbert, librarian of the branch since its opening, July 1910, having resigned May 31, 1911; her place being taken by Miss Marion Higgins, from the McClelland Public Library, Pueblo, Col., and previously a student in the training class of the Colorado Agricultural College Library. The children's librarian, Miss Christina Hargrave, was transferred to the Green Lake branch, September 1, 1911, and Miss Helen Jackson, Pittsburgh Training School for Children's Librarians, class of 1911, has since been in charge of the juvenile work.

Until the opening of the branch building, this district had never been served except by the distant central library. The circulation for the latter part of 1911 showed some effects of the reaction which may always be expected in a locality where the library is a novelty, but the end of the year brings indications that the work has reached a normal basis, one which promises a steady growth.

When the West Seattle branch opened, an innovation was made in the clerical work at the desk. This new record, which is now kept at Green Lake as well, has proved a great convenience. It consists of an alphabetical list of the occupations of the borrowers of the district, with names of borrowers filed under occupation. With the help of this file, borrowers may be notified when books which might be interesting to them are added to the branch collection. It is also useful in determining the class of books to be purchased during the year.

Deposit stations

The year 1911 marks the beginning of aggressive deposit station work in Seattle: Deposit station no. 1 was started in Weed's Pharmacy, corner of Jackson Street and 26th Avenue S., April 18, and has had a circulation for the remainder of the year of 12,336. Deposit station no. 2, at the South Park Pharmacy, 8225 Dallas Avenue, followed on July 29, and the total circulation has reached 5,346. Deposit station no. 3, at the Mt. Baker Park Pharmacy, 36th Avenue S., and McClellan Street, was opened November 7. No. 3 has not been as well patronized as we hoped and it may be necessary to change it to another location. The result of this experiment in stations has shown their value in a city whose people are scattered over as large a district as we have in Seattle.

The remaining agencies for the distribution of books and magazines, supervised by the branch department, are: the twenty-five fire stations, the Y. M. C. A. and Y. W. C. A. summer camps, the waiting rooms at the car barns of the Seattle Electric Co., the Florence Crittenton Home, the Jewish Settlement, and the Everett Smith Home.

Summary of Branch and Deposit Station Circulation for 1911

	Adult	Juvenile	Total
Ballard	35,245	31,182	66,427
Columbia	15,908	14,324	30,232
Fremont	17,860	14,868	32,728
Green Lake	33,562	37,352	70,914
University	33,521	26,483	60,004
West Seattle	24,738	20,357	45,095
Branch total	160,834	144,566	305,400
Deposit station no. 1 (AprDec.)	7,313	5,023	12,336
Deposit station no. 2 (July-Dec.)	1,916	3,430	5,346
Deposit station no. 3 (NovDec.)	342	404	746
Other deposit stations	1,660	427	2,087
Deposit station total	11,231	9,284	20,515
Grand total	172,065	153,850	325,915

Apprentice class

On October 16, a class of seven young women began their library training under the supervision of the heads of departments of the library. Various changes from the plans of former years have been made, and the experiments of the first three months are entirely satisfactory.

JOSEPHINE TABER
Superintendent of Branches

Appendix A

Library Staff, December 1911

EXECUTIVE DEPARTMENT Librarian
ORDER DEPARTMENT
Chief Helen Gracie Assistants Gertrude H. Crocker, E. Fay Woolsey Stenographer Genevieve Flynn Page Berenice M. Norton
CATALOGUE DEPARTMENT
Chief Bertha Wakefield Assistant cataloguers Ruth E. Browne, Helen Gillette, Agnes Hansen Shelf lister C. Isabelle Wheeler Card filer Harriet C. Allison Typist Alma A. Little Page Ima Bugher
CIRCULATION DEPARTMENT
Superintendent of circulation
Telephone operatorBERTHA C. HANSON
Guard and collector

^{*}Part time.

SCHOOLS DIVISION	
Head	ALICE A. BLANCHARD
Assistant	
CENTRAL CHILDREN'S	ROOM
Children's librarian	L. SHEA. HELEN SHELTON*
Page	CLYDE DOSER
BRANCH DEPARTMI	ENT
Superintendent of branches	JOSEPHINE G. TABER
Messenger	Edward Childs
BALLARD BRANCH	H
Branch librarian	
Children's librarian	
Page	HAROLD HOTELLING*
Janitress	Mrs. Edith Stranne
COLUMBIA BRANCI	
Branch librarian	
FREMONT BRANCH	
Branch librarian.	EMMA K. McCullough
Page	ARTHUR RANDOLPH*
Janitress	.Mrs. Charlotte Johnson*
GREEN LAKE BRANG	
Children's librarian	LOURETTA C. COLE
Assistant	CHRISTINA HARGRAVE
Page	DAVID R. REESE
UNIVERSITY BRANC	
Branch librarian	Mrs. Mary W. Dennis
Children's librarian	ANNIE E. HALL
lanitor	WILLIAM CLAYTON
WEST SEATTLE BRAN	
Branch librarian	Marion V. Higgins
Children's librarian	
Janitor	
DINDEDV DEDADTMI	ENT
Foreman	HARRY W. HYDE
FISHER CREICHTON MARTH	NT
Stitchers BERTHA BREKKE, DAISY B	URNS. MINNIE BURNS. ELLA
C. McGonagle	Hanora Petzwan
MECHANICAL DEPART	
Chief engineer	HARRY R. ROGERS
Assistant engineer Elevatorman	
Night watchman	IAMES LONNEY
Lanitors Ernes	ST CRAGGS, GEORGE GOODWIN
Cleaners	JURKOS, MRS. O. B. JONES,
*Part time.	

Appendix B — Table 1 Total circulation by classes, 1911

AL Percent-	3,590 .46	7,078	11,279 I.46	12,976 1.68	27,333 3.54	7,563 .98	13,539 1.75	21,670 2.81	22,013 2.85	40,332 5.22	21,716 2.81	22,571 2.92	17,270 2.24	667 65.86	138 .02	4,873 .63	29,766 3.85	374 100.00
TOTAL	33			12,	27,	7,	13,	2I,			21,	22,	17,	508,667		4	29,	772,374
Deposit Stations	S	50	213	339	1,007	244	991	301	292	640	129	553	360	15,674	•	•		20,515
Play- grounds	49	:	75	25	653	81	85	20	31	257	88	991	58	3,989	•			5,595
Schools	127	38	1,764	4ro	6,515	61	2,518	705	969	2,545	2,120	2,649	2,220	27,312	•		:	49,638
W. Seattle Branch	165	188	109	751	1,674	947	573	1,478	1,431	2,214	1,296	1,201	801	29,345	•	60	2,430	45,098
University Branch	399	374	762	1,120	2,258	822	8ro	1,520	1,748	3,382	1,617	2,182	1,196	39,713	4	71	2,097	60,075
Green Lake University Branch Branch	431	212	178	956	3,371	618,1	884	1,633	1,687	. 3,568	I,548	2,082	1,260	46,993		65	3,722	70,979
Fremont	168	8	253	232	1,378	191	293	512	55I	I,22I	oio,i	935	598	24,393		S	913	32,733
Columbia Branch	177	89	315	265	1,397	351	592	539	550	1,118	675	969	397	22,359	•	4	1,159	30,236
Ballard Branch	397	126	718	962	2,801	922	873	1,398	1,147	3,287	2,350	1,551	1,105	46,261		290	2,695	66,717
Central Library	1,654	5,942	5,800	8,112	6,279	2,167	7,071	13,564	13,880	22,100	10,341	10,656	9,275	252,628	134	4,435	16,750	390,788
CLASS	General works	Philosophy	Religion	Sociology	Fairy tales	Philology	Natural science	Useful arts	Fine arts	Literature (except fiction)	Travel	History	Biography	Fiction	Books for blind	Pictures	Periodicals	Total

Appendix B — Table 2
Adult circulation by classes, 1911

Appendix B — Table 3
Juvenile circulation by classes, 1911

Total Percent-	3,327 I.I3	70. 602	5,882 2.02	3,367 1.16	333 9.38	6,144 2.11	7,208 2.47	5,307 I.82	7,995 2.74			594 4.32	7,773 2.67	347 60.17	394 .14	1,666 .57	134 100.00
	3,3				7 27,333					5 IS,162	3 11,726	12,594		175,34			291,434
Deposit Stations	43		203	103	1,007	244	126	118	189	426	373	425	180	5,884	:		9,284
Play- grounds	67	:	75	25	653	81	85	20	31	257	88	991	58	3,989			5,595
Schools	127	38	1,764	410	6,515	61	2,518	705	969	2,545	2,120	2,649	2,220	27,312			49,638
W. Seattle Branch	152	12	412	339	1,674	892	402	200	825	1,197	763	807	547	11,546		289	20.157
University Branch	385	32	454	430	2,258	894	527	630	1,052	1,526	959	1,243	019	15,477	36	132	26.519
Fremont Green Lake University Branch Branch	417	15	268	488	3,371	1,770	029	711	1,133	2,295	1,079	1,585	845	22,220	65	185	27.417
]	164	00	146	102	1,378	181	212	231	414	476	969	604	592	816,6	S	72	14.873
Columbia Branch	170	15	261	165	1,397	337	691	202	283	693	443	444	243	9,318	4	184	14,328
Ballard Branch	383	20	543	418	2,801	900	663	089	793	1,717	1,736	1,046	692	18,437	139	353	31,321
Central Library	1,457	89	1,456	887	6,279	952	1,836	1,510	2,579	4,030	3,469	3,625	2,112	51,246	145	451	82,102
CLASS	General works	Philosophy	Religion	Sociology	Fairy tales	Philology	Natural science	Useful arts	Fine arts	Literature (except fiction	Travel	History	Biography	Fiction (including	Pictures	Periodicals	Total

Appendix B - Table 4

Comparative circulation by months and years since opening of library

Total	2,654	68.622	000 000	90,000	144,199	77,240	93,276	109,431	109,414	137,941	154,045	119,213	1,64,187	214,003	258,924	234,503	302,203	454,735	555,374	579,706	649,611	TH9 874	110(7)	O Donnah anoma Marie or
Play- grounds	:			********			*******								:				*********	1,734	4.291	E KOK	0,000	the concerned
Deposit Play- Stations grounds				:	********				********	:			*********			:		849	3,211	2,769	2.540	90 E1E7	20,010	
Schools						*******		:			:	436 *	2,520 1	19,796	41,859	83.381	45,337	45.588	42.521	45.122	47 987	40 000 %	49,030v	
Dec.	2,654	6 576	01040	11,127	12,954	4,071	9,571	9,553	9,044	11,670	15,102	12,042	13,973	16,995	17,528	20.196	14.366	89.918	48.940	48.603	266 99	0000	000,80	
Nov.		200 2	0,440	9,798	13,074	4,284	8,612	9,561	11,610	11,414	15,039	12,992	15,092	17,706	18.879			44.426	45 789	53.200	60 919	200,000	63,734	
Oct.		67170	0,142	8,772	12,569	6,581	190,6	8,775	10,908	11,435	14,174	12,477	14,346	17,850	18.126	17.906 6	93.887	40 795	47 984	44 650	K7 169	201,10	61,012	
Sept.		2 700	057,43	8,220	11,315	4,529	8,137	8,404	9,314	11,146	11.968	10,622	12,497	15,415	15 871	15 010	90 148	91 GKK	97 916	95 699	47 450	41,400	54,975	
Aug.		000	6,096	8,154	12,500	4,827	9,049	8,330	9,851	11,575	12,185	11.473	12,067	14.751	18 959	16.070	90 196	99 997	90 465	004,00	00,040	51,514	54,793	
July		0	5,246	7,317	11,196	5,331	8,292	8,568	8,286	10,970	11.227	10,783	12,769	14.732	17 668	16 999	10 763					2000,69	47,230	
June		100	5,297	7,162	8,631	5.849	8,900	8,609	7.662	11.373	11.677	10.631	12,205	14.371	17 191	10.049	250,04	00,100	20,200 0	97 969 0	97,0078	39,484	53,238	
May			5,631	7,154	11.883	6.551	8.392	8.320	7.270	11.810	11,320	10.679	13.448	14.983	16 417	16 905	10,000	03 000	51,055	01,410	40,011	40,020	57,9551	
April			6,073	7.873	12,193	7.350	8.043	9.264	8.379	11 971	11 560	10 755	13 799	16 715	17 094	11,004			34,450	42,010	44,183	46,611 %	57,245	-
March			080'9	8.325	13.514	3 874	7 208	10.670	8 895	13 275	18.851	10,000	15 146			100,12	10,702	24,800 4	35,740	47, 109	51,149	53,783	63,415	-
Feb.			5,264	7 189	19 080	19 998	2 065	0 308	00000	19 452	19 009	22,000	19 965	16 046 0	10,040 th	19,540	18,498	22,236	31,949	46,008	47,154	49,661	59,735	No. of Concession, Name of Street, or other Persons, Name of Street, or ot
Jan.			4.254	600	19 900	19 504	4 059	10.069	0 966	007.6	10 100	10,103	19 190	10,100	000 OF	18,889	18,610	23,710	29,848	47,583	48,874	53,590	64,634	-
Year	700	1881	1892	1808	1007	1005	1000	1007	10001	1000	TOOO	1001	1001	7007	1903	1904	1905	1906	1907	1908	1909	1910	1911	

F Ballard Branch opened, July 16. g Columbia Branch opened, June 22, i West Seattle Branch opened, July 25; University Branch closed, July 28-Aug. 5; Green Lake Branch & From Sept. 1919-June 1911, j University Branch re-opened in Carnegie building, Aug. 6. a Fremont Branch opened, Feb. 7. e South Branch closed, June 22. h Green Lake Branch closed, April 12-July 30. + From Jan.-June. d University Branch opened, March 8. * From Sept.-Dec.

re-opened in Carnegie building, July 31. j University Branch re-opened l Deposit Stations 1, 2, 3 opened.

Appendix C-Table 1

Financial Statement

Available library fund balance in city treasury January 1, 1911	41,536.62	
1911, from above balance	13,462.74	
Balance for 1911	\$	28,073.88
RECEIPTS	3	
Library collections	3,920.77	
Licenses, fines, and fees	46,309.25	
Taxes	110,889.93	
-	161 110 05	
	161,119.95	
Rebate on Fourth Avenue regrade assessment.	5,109.83	
Cancelled warrants	6.15	
Rebate on Green Lake assessment	50.46	
Total receipts		166,286.39
Total available fund for 1911		\$194,360.27

EXPENDITURES

Central	libra	ry
---------	-------	----

Library staff payroll \$ 46,485.29 Building payroll 7,670.63 Fuel 1,178.17 Light and power 3,356.70 Water 363.60 Telephones 134.96 Insurance 536.97 Repairs and alterations 5,262.89 General expense 497.51 ** 65,486.72 Branch libraries ** Payroll (including janitors) ** 16,415.52 Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63 General expense 1,423.71	Contrar morary	
Building payroll 7,670.63 Fuel 1,178.17 Light and power 3,356.70 Water 363.60 Telephones 134.96 Insurance 536.97 Repairs and alterations 5,262.89 General expense 497.51 Branch libraries \$ 65,486.72 Payroll (including janitors) \$ 16,415.52 Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	Library staff payroll	\$ 46,485.29
Light and power 3,356.70 Water 363.60 Telephones 134.96 Insurance 536.97 Repairs and alterations 5,262.89 General expense 497.51 ** 65,486.72 Branch libraries \$ 16,415.52 Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	Building payroll	
Water 363.60 Telephones 134.96 Insurance 536.97 Repairs and alterations 5,262.89 General expense 497.51 Branch libraries Payroll (including janitors) \$ 16,415.52 Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	Fuel	1,178.17
Telephones 134.96 Insurance 536.97 Repairs and alterations 5,262.89 General expense 497.51 \$ 65,486.72 Branch libraries Payroll (including janitors) \$ 16,415.52 Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	Light and power	3,356.70
Insurance	Water	363.60
Repairs and alterations 5,262.89 General expense 497.51 \$ 65,486.72 Branch libraries Payroll (including janitors) \$ 16,415.52 Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	Telephones	134.96
Seneral expense 497.51	Insurance	536.97
\$ 65,486.72 Branch libraries Payroll (including janitors) \$ 16,415.52 Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	Repairs and alterations	5,262.89
Branch libraries Payroll (including janitors) \$ 16,415.52 Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	General expense	497.51
Fuel 843.59 Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	~	
Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63		65,486.72
Light and power 717.33 Water 222.50 Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	Branch libraries	,
Telephones 180.05 Insurance 40.00 Rent 300.00 Drayage 152.63	Branch libraries Payroll (including janitors)\$	16,415.52
Insurance 40.00 Rent 300.00 Drayage 152.63	Branch libraries Payroll (including janitors)	16,415.52 843.59
Rent 300.00 Drayage 152.63	Branch libraries Payroll (including janitors)	16,415.52 843.59 717.33
Drayage	Branch libraries Payroll (including janitors) Fuel Light and power Water	16,415.52 843.59 717.33 222.50
	Branch libraries Payroll (including janitors) Fuel Light and power Water Telephones	843.59 717.33 222.50 180.05
General expense 1,423.71	Branch libraries Payroll (including janitors) \$ Fuel Light and power Water Telephones Insurance	843.59 717.33 222.50 180.05 40.00
	Branch libraries Payroll (including janitors) \$ Fuel	843.59 717.33 222.50 180.05 40.00 300.00

\$ 20,295.33

Financial Statement - Continued

General and undivided expenses		
Building supplies\$	1,083.21	
Furniture, fittings, and fixtures	2,184.24	
Stationery, printing, and supplies	4,103.39	
Books and maps	28,907.73	
Periodicals and newspapers	2,894.24	
Bindery payroll	7,202.33	
Bindery supplies	1,313.62	
	47,688.76	
Total maintenance	\$	133,470.81
Central building and grounds		
Lion's head fountain for approaches\$	210.00	
Electroliers for approaches	6,828.68	
Completion of ventilating machinery	920.50	
Completion of wiring in stack	288.00	
Miscellaneous building expenses	472.06	
_	\$8,719.24	
Branch buildings and grounds		
Ballard\$	179.60	
Green Lake	121.91	
University	556.99	
West Seattle	78.84	
_	\$937.34	
Total buildings and grounds		9,656.58
Refund of loan from general fund for com-		
pletion of approaches		25,000.00
Refund of loan from general fund for Fourth		
Avenue regrade assessment		14,307.55
	_	\$182,434.94

\$ 11,925.33

Balance in fund January 1, 1912.....

76.04

Appendix C—Table 2 Library Collections

The collections at the central library and branches and the disposition made of them are shown in the following recapitulations from the library cash book.

RECEIPTS

Cash on hand January 1, 1911	\$ 84.49		
Reserve postals	75.84		
Pay collection of duplicate books	533.26		
Lost books paid for	245.57		
Temporary deposits	133.27		
Two-dollar and five-dollar deposits	630.00		
Non-resident membership fees	34.00		
Fines for overdue books	3,024.01		
Sale of old newspapers, carpet, chairs, elevator cable, clock,			
and cards	88.39		
Reimbursements for freight, drayage, express charges, tele-			
grams, and postage	4.00		
Sale of Christmas lists	8.50		
Reimbursements on book and periodical orders			
Ballard auditorium rental	2.00		
DISBURSEMENTS			
Refunds for lost books returned		\$	85.28
Temporary deposits refunded			127.81
Two-dollar and five-dollar deposits refunded			664.00
Non-resident fees refunded			3.00
Fines refunded			.10
Deposited with city treasurer for library fund		3	,916.34

Segregation of above by libraries

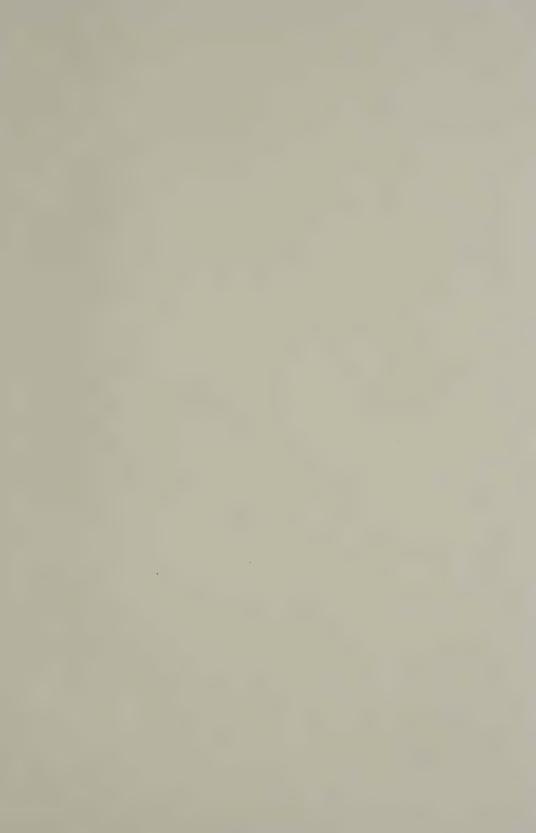
Total\$4,872.57 \$4,872.57

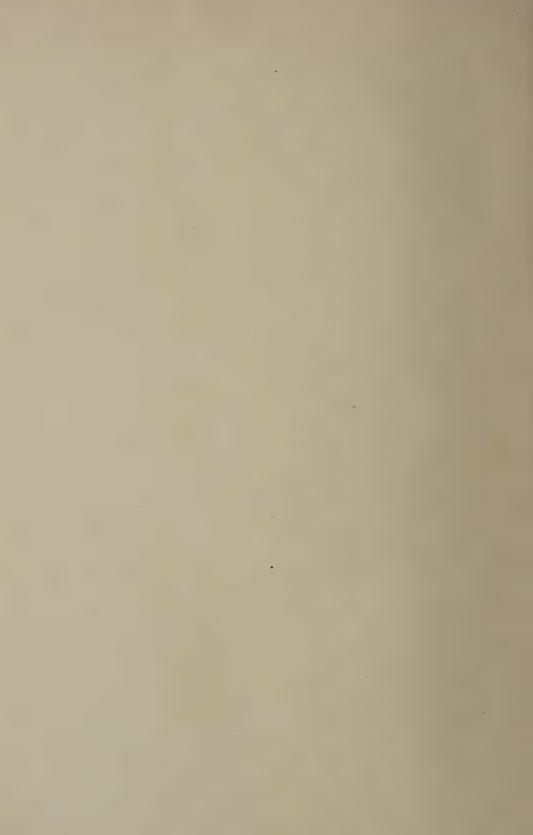
Cash on hand December 31, 1911

	Cash on hand Jan. 1, 1911	Receipts	Disburse- ments	Cash on hand Dec. 31, 1911
Central library	\$38.95	\$3,937.53	\$3,936.92	\$39.03
Ballard	6.85	171.77	170.84	7.78
Columbia	4.96	81.15	82.44	3.67
Fremont	6.07	89.04	88.70	6.41
Green Lake	7.62	136.74	139.25	5.11
University	12.20	214.52	219.02	7.70
West Seattle	7.84	157.33	158.83	6.34
	\$84.49	\$4,788.08	\$4,796.53	\$76.04

NUT TOWNS OF THE

UNIVERSITY OF ILLINOIS





Publications of the Library

Sent free of charge on application to the library.

Annual reports. 5th-9th, 13th-21st. 1895-1899, 1903-1911.

The 1st, 2d, and 3d reports were published in "Seattle municipal reports" for 1891, 1892, and 1893; the 4th, 10th, 11th, and 12th were never printed; the 5th, 6th, 17th and 20th are out of print.

Monthly bulletin. v. 1-4, 5-7. Nov.1896-Dec.1900, Jan.1905-Dec.

None were published Jan.1901-Dec.1904; discontinued Dec. 1907. v.1, no.1, v.2, no.5, v.3, nos.1-12, v.4, nos. 1, 2, and 6 are out of print.

Proceedings at the opening of the Seattle Public Library building, December 19, 1906. 32 p.

Periodicals currently received by the Seattle Public Library and by the Library of the University of Washington. Ed. 1. 1909. 30 p. Ed. 2, 1910. 31 p.

Scheme of library service. 1909. 4 p.
Also in 19th annual report, 1909.

FINDING LISTS

English prose fiction. 1903. 126 p. Natural science. 1905. 34 p. Useful arts. 1905. 45 p. Fine arts. 1908. 64 p.

REFERENCE LISTS

These lists have been compiled and printed to render easily accessible the material in this library on the various subjects.

Subject list of Catholic books in the Seattle Public Library. January 1909, 45 p.

Published under the auspices of the Knights of Columbus, Seattle Council. Obtainable also at the library.

Books relating to engraving. April 1909. 8 p.

List of books about birds. July 1909. 11 p.

Books of interest to Sunday-school workers. 1910. 16 p.

Published by the King County Sunday-school Association. Obtainable also at the library.

Municipal plans; a list of books and references to periodicals in the Seattle Public Library. Compiled by Katharine McMicken. Reference list no. 1. April 1910. 13 p.

List of books for teachers. Compiled by Gertrude F. Hess. Reference list no. 2, May 1910. 22 p. 35

Pacific Northwest; a brief descriptive list of books, with suggested outline of study. Compiled by Katharine B. Judson. Reference list no. 3. May 1910. 12 p.

Municipal government; a list of books and references to periodicals in the Seattle Public Library. Reference list no. 4. January 1911. 31 p.

List of books for schoolroom libraries, grades 3-8. School list no. 1. June 1911. 27 p. 2000 and a contract of the contract of

Christmas list of gift books for children. November 1911. 13 p.

Shorter lists on such subjects as pottery and porcelain, landscape gardening, and domestic architecture, have been compiled and printed.



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Seattle Public Library Twentieth Annual Report 1910



Seattle Public Library

Hours of Opening

Central Library

Fourth Avenue and Madison Street

Periodical, Reference, Open-shelf (or Circulation), and Newspaper rooms

Week days

9 a. m. to 10 p. m.

Sundays and holidays

3 to 10 p. m.

Circulating books are not issued on Sundays and holidays

Children's room

School days

2 to 9 p. m.

Saturdays and during school vacations 9 a.m. to 9 p.m. Closed Sundays and holidays

Art department

Week days

9 a. m. to 10 p. m.

Closed Sundays and holidays
On Sundays and holidays art books may be used
in the Periodical room

Branch Libraries

Open from 2 to 9 p.m. except on Sundays and holidays

Ballard Columbia Fremont 2026 Market St.

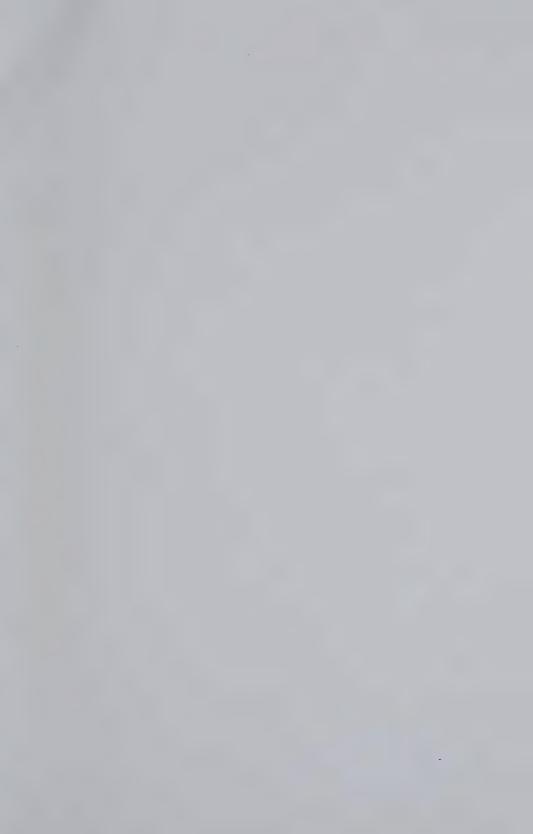
4921 Rainier Blvd. 705 Blewett St.

Green Lake E. Green Lake Blvd. and 4th Ave. N. E. University 10th Ave. N. E. and E. 50th St.

West Seattle College St. W. and 42d Ave. S. W.

The use of the library for reading and reference is free to all.

Any resident of Seattle may draw books from the library without charge on signing at the central library or at one of the branches the proper application and agreement.





W 102 0



Central Library Building, Fourth Avenue, Cor. Madison Street Opened December, 1906

Twentieth Annual Report

of the

Seattle Public Library

1910

THE LIBRARY OF THE APR 11 1940 UNIVERSITY OF ILLINOIS

Press of Dearborn Printing Company, Seattle

Library Board, 1910-1911

The seven members of the Library Board are appointed by the Mayor, one member each year for a term of seven years.

DANIEL B. TREFETHEN	Term expires April 1st, 1911
G. A. C. Rochester	Term expires April 1st, 1912
Frederick M. Padelford	Term expires April 1st, 1913
George E. Wright	Term expires April 1st, 1914
Samuel Morrison	Term expires April 1st, 1915
Jacob Schaefer	Term expires April 1st, 1916
JAMES MURPHY	Term expires April 1st, 1917

Officers of the Board

G. A. C.	Rochester	Chairman
GEORGE E	. Wright	Vice-Chairman

The Librarian serves as secretary of the Board.

Standing Committees

Administration	Messrs. Morrison, Wright, Schaefer
Art Gallery and Museum	Messrs. Schaefer, Padelford, Murphy
Books and Periodicals	Messrs. Padelford, Morrison, Wright
Branches and Delivery Stations	Messrs. Trefethen, Murphy, Padelford
Building and Grounds	Messrs. Murphy, Schaefer, Trefethen
Finance	Messrs. Wright, Trefethen, Morrison

The Chairman of the Board is ex officio a member of all committees.

TWENTIETH ANNUAL REPORT

To the Honorable, the Mayor, and City Council of Seattle.

Gentlemen: The Library Board has the honor to transmit herewith the report of the Library Department for the year 1910.

Respectfully

G. A. C. ROCHESTER

Chairman

Seattle, Washington, January 1, 1911.

Report of the Librarian

To the Library Board of the City of Seattle.

Gentlemen:—The following report on the work of the Seattle Public Library during the year ending December 31, 1910, is respectfully submitted.

As marking the close of the second decade of the library's history, the report this year is given in somewhat different form. Several tables, graphic charts, and photographs illustrating the growth and work of the library have been included. It is hoped not only that these will serve as a record of progress, but that they will make the report more interesting and therefore more widely read.

Important items in the year's work

Marked progress along several different lines has been made during the past year. The following items may be briefly noted here:

The three new Carnegie branch libraries at Green Lake, University, and West Seattle were completed and opened to the public during the summer.

The library approach has been finished, the fifth, sixth, and seventh floors of the book stack have been completed, and ventilating machinery has been installed in the attic and is in successful operation.

Revised borrowers' rules put in operation June 1st have proved popular. These rules are printed as an appendix to this report. They extend the time limit on borrowed books from 14 to 28 days, reduce the daily fine for overdue books from 3 cents to 2 cents, and permit greater freedom in the number of books that may be drawn at one time.

The record of circulation is 649,611, an increase of 69,905, in spite of the fact that since June 1st books have been issued for 28 days instead of 14 days.

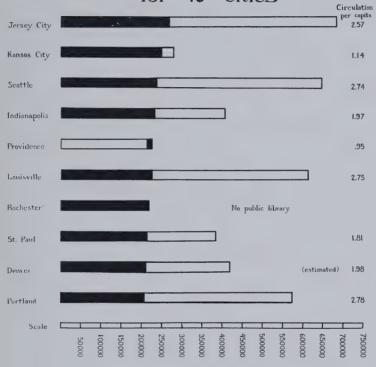
Mr. Charles H. Compton, a graduate of the University of Nebraska and of the New York State Library School, was appointed reference librarian May 1st, succeeding Miss Mary Banks, resigned.

The initial steps have been made toward a technology division in the reference department and Mr. Claude S. Thompson, a graduate in Engineering from the University of Washington, has been placed in charge.

The work with schools has been made a division of the children's department and Miss Alice A. Blanchard, formerly in charge of the children's work, was persuaded to return to Seattle to look after the school work. A separate room has also been set aside for the use of teachers.

The annual meeting of the Pacific Northwest Library Association, held in Portland, Oregon, June 1, 2, and 3, was attended by several members of the library staff.

Population and Circulation for 10 cities



BLACK BAR = Population. ENTIRE BAR, including black and white = Circulation For Providence, entire bar = Population; white bar = Circulation

101 1 1 OVIDENCE, E1	iche bai Lopulacion	, white par - chronia	1011
Cities of 200000 to 300000 population in U.S. Census 1910	Population	Circulation 1910	Year ending
Jersey City	267779	689 385	Nov. 30, 1910
Kansas City	248 38I	283 027	June 30, 1910
Scattle	237 194	649611	Dec. 31, 1910
Indianapolis	233 650	460086	Dec. 31, 1910
Providence	224 326	212075	Dec. 31, 1910
Louisville	223 928	615708	Dec. 31, 1910
Rochester	218149		
St. Paul	214744	389288	Dec. 3l, 1910
Denver	213381	369705	10 1/2 months
Portland	207 214	576511 (city)	Dec. 31, 1910

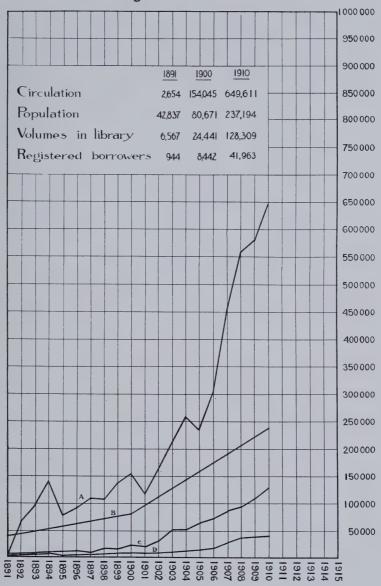
Summary

The following table gives a summary of the operations of the library for the past year. The details of the work and complete tables of statistics are given in later pages.

1.	Population (Federal census 1910)	237,194
2.	Number of volumes December 31	128,309
3.	Number of volumes added during the year.	22,007
4.	Number of periodicals received, including duplicates	885
5.	Number of newspapers received, including duplicates	218
6.	Number of borrowers registered during the year	22,267
7.	Total registration December 31	41,963
8.	Percentage of population registered as borrowers	. 18
9.	Circulation of books for home use	649,611
10.	Circulation per capita	2.74
11.	Percentage of fiction circulation to total circulation	65
12.	Number on staff December 31 (full time 87); total	102
13.	Tax rate	.5045 mills
14.	Total receipts from city	\$146,538.25
15.	Expenditures for salaries	62,274.94
16.	*Expenditures for books	20,202.19
17.	Expenditures for periodicals	2,041.08
18.	Expenditures for binding	7,045.23
19.	Other operating expenses	18,328.93
20.	Total regular expense	109,892.37
21.	Extraordinary expenditures	74,984.46
22.	Total expenditures	184,876.83

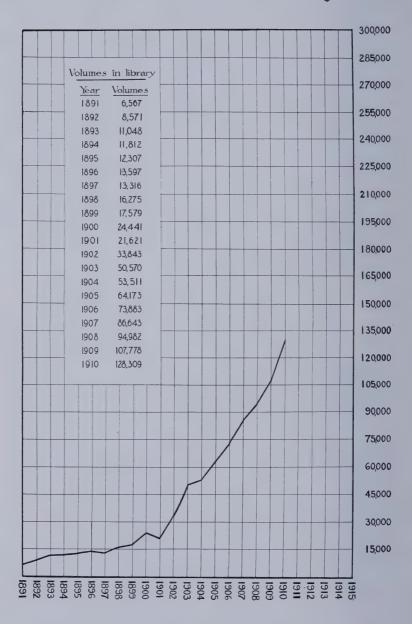
^{*} In addition to the above amount, a special book fund of \$6,000 was spent in equipping new branches.

Circulation, Population, Volumes in Library, Registered borrowers



Figures at bottom represent years: at side people or volume's Line A - Total circulation
Line B - Population
Line C - Volumes in library
Line D - Registered borrowers

Volumes in Library



Figures at bottom represent years: at side volumes.

Order Department

The number of volumes in the library last year was reported as 114,928. In examining back records during the year, it was found that a difference of 8,626 volumes existed between this count and the actual number, due chiefly to a duplication in the count from the shelf list record in the year 1902. The number of volumes according to the corrected figures should have been 106,302. During the past year, 24,035 volumes were added by purchase and 2,285 by gift, the latter being mostly government documents. The number withdrawn was 4,452, but 139 volumes reported lost were returned. This leaves the net gain for the year 22,007 and the total number of volumes in the library on January 1, 1911, 128,309. The amount spent for books during the year, including the cost of transportation, was \$26,202.19. About \$500 of this amount was spent for photographs and music and in filling out sets of documents. A beginning was made in obtaining technical and engineering periodicals, 583 volumes having been added at an expense of \$725. Sets of standard authors such as Scott, Dickens, and Thackeray, in good editions but inexpensive bindings, have been purchased for the reference shelves. It was found that these were frequently needed for reference use and that the circulating copies were usually out.

Chief	HELEN GRACIE
Assistant	
Assistant	E. FAY WOOLSEY
Page	Mabel Bugher

Catalogue Department

The number of books catalogued during the year was 24,441. The total number of cards filed in all catalogues was 122,892. These included 37,126 in the central library catalogues, 35,766 in the branch catalogues, and 50,000 in the Library of Congress depository catalogue. Of the 27,892 cards prepared and filed in our own catalogues, 20,256 were typewritten and 52,636 were Library of Congress printed cards.

The most extensive work of the year was the making of entire new catalogues for the Columbia, Green Lake, and West Seattle branches. The catalogues of the other three branches, Ballard, Fremont, and University, were returned to the central library and thoroughly revised.

The use of Cutter book numbers, which was discontinued for all books about four years ago, has been resumed.

A beginning has been made in classifying and cataloguing the large collection of documents.

The shelf listing was transferred from the order department to the catalogue department.

An experiment is being made in cooperation with the Library of the University of Washington with a view of ascertaining the feasibility of making

entries in the catalogues of both libraries for important, rare, or expensive books to be found in one library but not in the other.

Chief	MINNIE M. OAKLEY		
Assistant cataloguers,	Mrs. Jessie M. Boyd, Helen Gillette,		
Agnes Hansen			
Shelf lister	Mrs. Minna P. Reese		
Card filer	HARRIET C. ALLISON		
Typist			
$P_{a\sigma e}$	IMA BUCHER		

An estimate of the cost of purchasing and cataloguing a book, including labelling, gilding, card filing, and everything necessary to acquire a book and prepare it for use in this library, was made at the end of the year 1909 and again at the end of 1910. For 1909, the cost was 54c per volume, while for 1910, an estimate on the same basis showed the cost to be 40c per volume. This reduction in cost is due to two causes: first, the elimination of certain non-essentials in the process, and second, the largely increased number of books prepared in 1910 because of the opening of three new branch libraries, the assistants having made strenuous efforts to have these books ready for the opening days at the respective branches.

Deposit Stations

The circulation of books through the deposit stations has been 2,540 for the year 1910.

The agencies used for this purpose were 21 fire stations, the Jewish Settlement House, Y. M. C. A. and Y. W. C. A. summer camps, and the Y. W. C. A. Fifth Avenue cottage.

Files of magazines have also been sent to seven Seattle Electric car barns. Pressure of other work prevented the starting of general deposit station work during 1910. It is expected that a good beginning will be made on this work in 1911.



Children's Room, Central Library

The circulation of books from the central children's room for 1910 was 87,114. This is a decrease over 1909 of 3,618, due largely to the opening of the new branches and the change in the rules, which now allow a borrower to keep his books four weeks. It is also partly due to the unusually large circulation for 1909, which showed an increase of 14,573 over the preceding year. The fiction percentage is 60.7. 1482 new borrowers were registered during the year, and 577 re-registered. As cards are issued for two years, the total number of borrowers' cards in force on January 1, 1911, was 4,444.

For two years a Boys' Reading Circle has been conducted with an attendance for 1910 of 645. In October, the older boys were organized into a Library Branch of the Boy Scouts. The membership is about thirty and the attendance for the seven meetings held in 1910 was 164. The boys are expected to read and review certain books which are assigned them, make out lists of books on special subjects, and debate on topics related to out-door life and athletics. Mr. Clark, supervisor of the Ballard playground, has met with the boys one night a week, giving them instruction in the duties and requirements of a scout.

An exhibit of books suitable for children's Christmas gifts was held during December and lists of the books were distributed. The booksellers report a largely increased sale of the books recommended.

There is a keen interest in the work of the children's department as evinced by the fact that many adults accompany the children. This interest has been stimulated by the talks given to mothers' clubs and other educational organizations during the year. One of the most interesting of the activities of the central children's room is the story hour. (See following page.)



Story-hour Group on Collins Playground

During the past year stories have been told to 14,039 people. The attendance at the story hours in the branch libraries was 5,181. At the central library the story hour attendance was 4,355. Two story hours were held each week at the central library and at the West Seattle branch, one for the younger children, and one for the older boys and girls who were told stories from the Norse mythology. Stories were told by library assistants in schools, parks, playgrounds, and other outside agencies to 4,503 people.

Story telling was only a part of the library's work on the playgrounds. At the Collins, Beacon Hill, and Rogers playgrounds small libraries were conducted two days a week, at which 750 children registered as borrowers and 4,291 books were circulated. These libraries were open from the middle of June to the first of September. It is hoped to enlarge this work the coming year and to establish library centers on at least two more play fields.

Superintendent of Children's Department.......GERTRUDE ANDRUS

SCHOOLS DIVISION

Head	Alice A. Blanchard
Assistant	CHARLOTTE S. BEST

CENTRAL CHILDREN'S ROOM

Children's librarian	Augusta Anderson
Assistant	Addie J. Phinney
Assistant	LLWELLYN ROBERTS
Assistant (part time)	Helen Shelton
Page	OTIS HANCOCK



Teachers' Room, Central Library

The work with schools has its headquarters in the teachers' room on the mezzanine floor of the central library. Since September 1, when an assistant was engaged to devote her entire time to this work, the room has been made more useful than was previously possible. It is now attractively furnished as a reading room and the increasing use of it by the teachers is a gratifying comment upon the new arrangement.

The room contains a duplicate reference set of the books used for school-room libraries, a vertical file of clippings and multigraphed poems for school use, a set of courses of study from representative cities in the United States, and upon the tables book lists, educational catalogues, announcements, and similar material.

The figures for the year show an increase in the use of the sets of books loaned as school-room libraries. The circulation of these books reached 47,987, a gain of 2,865 over the circulation in 1909. 508 libraries have been sent out as against 456 in 1909. 420 school rooms were supplied with libraries during the year. The number of books in the collection has been increased this year by a net gain of 654 volumes, making a total on January 1, 1911, of 15,586 volumes. This number includes 4,271 books, added in 1903 for teachers' use, which are still sent in sets to the principals' offices in the grade schools.

It is impossible, without a larger collection of books, to send more than twenty books in a school-room library. This is to be regretted since the average number of children in a room is forty-two and the school-room libraries, with but few exceptions, go to districts remote from other distributing centers of the library.



Open-shelf Room, Central Library

This room occupies the southern end of the main floor. The urgent need for easy access to a larger number of books has been met during the past year by the addition of six cases of shelving, which accommodate 6,000 books, making the present book capacity of the room 20,000 volumes. The

room seats 90 people.

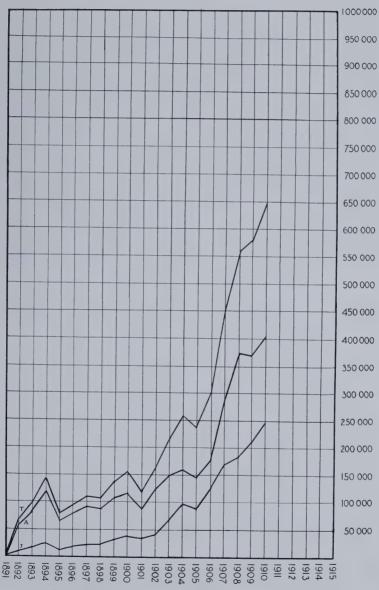
In the circulation department, including the stack and open-shelf collections, there are 39,839 volumes, a net gain of 3,127 volumes during the year. The circulation from this department was 270,473, an increase of 7,531 over the preceding year. Since June 1, 1910, the majority of the books have been issued for 28 instead of 14 days. The statistics of circulation would show a much larger increase if the time limit had not been extended.

During 1910 there were 7,941 new borrowers registered, there being 25,-397 cards in force to date in this department. (Cards are issued with a two-

vear time limit.)

A more liberal service to the public has been made possible through a revision of the library rules. A reduction in fines, an increase in book privileges, and an extension in the time which books may be kept are the salient changes. (In Appendix D, p. 44, the rules are given in full.)

Circulation



Figures at bottom represent years at side volumes

Line T = Total circulation

Line A = Adult circulation

Line J = Juvenile circulation

1895 - City appropriation only \$250: borrowers charged fee March - December 1901 - Library destroyed by fire 1905 - Library building moved



Reference Room, Central Library

The reference room has a seating capacity of 90 and the shelves contain about 8,000 volumes. The reference department book collection consists of about 34,000 volumes, of which about 11,500 are bound volumes of periodicals, while 10,000 volumes are United States, state, and foreign documents. The appointment during the year of Mr. Claude S. Thompson, a graduate of the School of Mines of the University of Washington, as a special technology assistant, has added greatly to the efficiency of the reference department. Mr. Thompson makes the selection of technical books for both the circulation and reference departments and visits the factories and shops in order better to inform himself as to what books are needed. A collection of trade catalogues of manufacturing and engineering firms has aided in this technology work.

With but few exceptions the women's clubs of the city have sent their programs to the reference department and a card index of references to the topics in these programs has been prepared and is considerably used by the club members. A little newspaper advertising has resulted in increasing perceptibly the telephone information service of the reference department. Students from the high schools and from the State University make extensive use of the library for

debate work.

The library is a depository for United States Government documents. Of these, the publications of the Department of Agriculture and the Geological Survey are in greatest demand. The recently acquired card catalogue of the publications of the state agricultural experiment stations and the cataloguing this year of the publications of the Geological Survey and the Smithsonian Institution have made all of this material much more useful to the public.

Two book lists, entitled "Books for Teachers" and "Municipal Government," have been compiled during the year. (See inside of back cover.)

Reference librarian	CHARLES H. COMPTON
Assistant reference librarian	
Technology librarian	CLAUDE S. THOMPSON
Reference attendant	
	Douglas Rosaaen, Walter Shui

EY



Fine Arts Department, Central Library

During 1910 the art department showed an encouraging growth. The increased allowance of \$900 for books and \$500 for music and pictures permitted the purchase of material which, although badly needed, had hitherto been considered too expensive. The new music includes operas, collections of songs, folk music, and piano music, about 200 volumes in all. Pictures were ordered from the Detroit Publishing Company and include photographs of English cathedrals, California missions, American Indians, their arts and industries, photogravures of paintings by American artists, and three large albums of colored photographs of architecture and scenery in England, France, and Italy.

Reference work increased along all lines and the addition of these books and pictures enabled the department to do work that was practically impos-

sible a year ago.

A list on municipal plans was printed in April for distribution during the architectural exhibition. Work along municipal art lines continued through the year and many requests for the list have been received. Many other lists were also prepared for the use of teachers and clubs.

Circulation statistics have been somewhat affected both by the extension of time from 14 to 28 days on circulating books, and by the limitation of

renewals.

TOTALS FOR 1910

Attendance	2	6,881
Circulation	of books and periodicals10	0,256
Circulation	of pictures*	1.849

*Including 1,129 circulated by special arrangement and not included in the statistics given elsewhere in this report.

Chief	KATHARINE McMicken
First assistant	Annie H. Calhoun
Assistants (part time)OLIVE E. B	BETTINGER, JOHN W. LANE



Periodical Room, Central Library

The attendance in the periodical room last year exceeded 200,000. It is a common sight to see every chair occupied.

There are 476 periodicals on file in the libraries, or 885 including duplicate copies. The number of loans of circulating periodicals was 22,106, an increase of 4,280. A new feature in the year's work was the use of newspaper and magazine clippings in debate work. The clipping was limited to new or local subjects not yet treated in books or magazines and to supplementary articles on questions of current political or national interest. Material that could be obtained in no other way has thus been supplied to students.

The periodical room on the top floor and the newspaper room on the ground floor are both under the supervision of the periodical department.

The newspaper room with a seating capacity of 98 had an attendance of 220,815. The number of newspapers on file was 192; including duplicates, 218.

Miss Katherine B. Judson, the head of the department, was granted leave of absence for post-graduate study in history at the University of Washington for the academic year 1910-11.

Acting chief	MARION D. THUM
Reference attendant	Mellie Alexander
Reference attendant (part time)	MILLARD ROYAL
Custodian of newspapers	Alfred J. Villars
Sunday newspaper custodian (part time)	J. W. Twiss
Page	FRED HAYNES



Ballard Branch Library

2026 Market Street

Open daily from 2 p. m. to 9 p. m. Closed Sundays and holidays

The Ballard Branch building was acquired in July, 1907, when Ballard was annexed to the city. The building cost \$15,000, donated by Mr. Carnegie, and the lot is 100 x 100 feet.

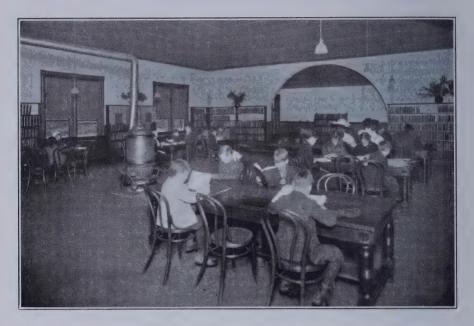
The main floor contains the loan lobby with the adult and juvenile reading rooms, the librarian's office, and a small reference room. The boiler room occupies the basement, and on the second floor are two small lecture rooms and an auditorium seating 124 people. The building is too small for the size of the community dependent upon it for library service.

There were 7,268 volumes in the Branch collection January 1, 1911, of which 1,488 were added during 1910. The circulation during 1910 was 56,527, of which 30,333 was juvenile. The average monthly circulation was 4,710 and the percentage of fiction circulated was 69.

There were 967 new borrowers registered during 1910; 447 adult and 520 juvenile. There are now 3,292 persons drawing books from this Branch.

Thirty story hours were held during the year with a total attendance of 2,968, the average being 98.

Branch librarian	ELIZABETH ROBINSON
Children's librarian	LUCIA STOLL
Page (part time)	CLARENCE LINSTROM
Mender (part time)	Bernice Duckering
Janitress	Mrs. Edith Stranne



Columbia Branch Library

4921 Rainier Boulevard

Open daily from 2 p. m. to 9. p. m. Closed Sundays and holidays

This branch was opened in June, 1909, in the old Columbia City Hall, residents of Rainier Valley having secured the use of this building rent free for library purposes. The room was redecorated and is now very attractive.

During the year 1,194 books were added to the collection and there are now 2,678 volumes in the Branch.

The number of books and magazines taken out for home use during 1910 was 25,562, of which 12,007 were juvenile. The average monthly circulation was 2,130, and the fiction percentage 73.

There were 487 new borrowers registered during 1910, of whom 241 were juvenile. The total number of borrowers is now 1269.

One story hour was held in October, the attendance being 297.

Branch libra	ian		FANNIE	DUDGEON
Janitress		***************************************	Mrs.	HINCHEY



Fremont Branch Library

705 Blewett Street

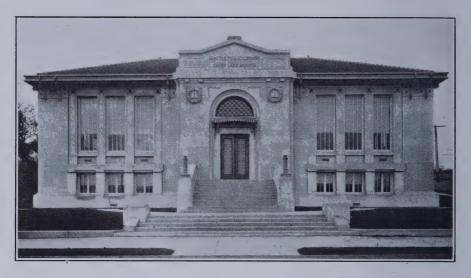
Open daily from 2 p. m. to 9 p. m. Closed Sundays and holidays

This branch, opened in 1905, occupies a second-floor room at the corner of Blewett St. and Fremont Ave. During 1910 changes in the arrangement of the shelving and an improved approach have added to its convenience and attractiveness.

During the past year 687 books were added, making 4,872 volumes in the Branch collection at the end of the year. The circulation for the year was 28,575, of which 12,680 was juvenile. The circulation shows an increase of 2,988 over 1909. The average monthly circulation for 1910 was 2,381, and the percentage of fiction circulated, 73.

There were 519 new borrowers registered during 1910, of whom 240 were juvenile. The total number of borrowers is now 1836.

Branch librarian	Емма	K.	McC	ULLOUGH
lanitress			Mrs.	Johnson



Green Lake Branch Library

East Green Lake Boulevard and Fourth Avenue Northeast
Open daily from 2 p. m. to 9 p. m.
Closed Sundays and holidays

The former temporary building, opened October 9, 1905, was maintained until April 12, 1910. This building was first opened to the public July 31, 1910. The site was given by residents of Green Lake, the city paying \$1,000 for additional ground. The lot is now 125 x 110 feet. The building cost \$37,749.90, of which Mr. Carnegie gave \$35,000. Somervell & Coté were the architects, chosen by competition.

The main floor contains the loan lobby, open-shelf room (31 x 45 feet), adult and juvenile reading rooms (each 30×40 feet), librarian's office, and staff lunch and rest room. In the basement are the auditorium, story-hour room, work room, and boiler room.

The number of volumes in the Branch on January 1, 1911, was 6,951, of which 3,127 were added during the year 1910. The circulation for 1910 was 37,049 volumes, of which 20,605 were juvenile books. The average monthly circulation for the five months in the new building was 5,437. The percentage of fiction circulated was 66. One story hour was held in December with an attendance of 190. There are 2,186 borrowers.

The auditorium seats 200 people and is used regularly by the Green Lake Business Men's Club, by the women's clubs, and by other local organizations.

Branch librarian	Mayme	A.	BATT	ERSON
Children's librarian	Lou	RET	га С.	Cole
Page (part time)			Јое	Dodd
Janitor	WILI	JAM	McK	ENZIE



University Branch Library

Tenth Avenue Northeast and East Fiftieth Street

Open daily from 2 p. m. to 9 p. m. Closed Sundays and holidays

The new building was opened for work with the public August 6, 1910, the Branch having been maintained in temporary quarters in the University M. E. Church from 1906 until the end of July, 1910. The site for the Carnegie building was the gift of Mr. and Mrs. Watson Allen, the size of the lot being 160 x 200 feet. The building cost \$38,935.87, of which Mr. Carnegie gave \$35,000. Somervell & Coté were the architects, chosen by competition.

The main floor contains the loan lobby, open-shelf room (31 x 45 feet), adult and juvenile reading rooms (each 30 x 40 feet), the librarian's office, and the staff lunch and rest room. In the basement are the auditorium, story-hour room,

work room, and boiler room.

There were 7,631 volumes in the Branch at the end of the year, 3,231 having been added during the year. The circulation for home use was 44,107, of which 20,336 was juvenile. For the five months in the new building, the average monthly circulation was 4,642 (compared with an average of 2,295 for the corresponding months of 1909 in the old building). The percentage of fiction circulated was 64.

There are now 2,555 borrowers, 1,059 new borrowers having been registered

during 1910. Of these, 620 were adult and 439 juvenile.

Weekly story hours have been held since September, the average attendance being 79 and the largest, 220.

Branch librarian	Mrs. MARY W. DENNIS
Children's librarian	KATHERINE SHEA
Page (part time)	WOLCOTT DENNIS
Page (part time)	HIRAM HASTINGS
Janitor	WILLIAM CLAYTON



West Seattle Branch Library

College Street West and Forty-Second Avenue Southwest

Open daily from 2 p. m. to 9 p. m. Closed Sundays and holidays

The West Seattle branch opened for the circulation of books July 25, 1910. The site was the gift of Mr. U. R. Niesz and other residents, the lot being 156 x 115 feet. The building cost \$38,344.48, of which Mr. Carnegie gave \$35,000. Somervell & Coté were the architects, chosen by competition.

The main floor contains the loan lobby, open-shelf room (31 x 45 feet), the adult and juvenile reading rooms (each 30 x 40 feet), the librarian's office, and the staff lunch and rest room. The West Seattle branch has no auditorium, but there is a story-hour room in the basement, in addition to the work room and boiler room.

On January 1, 1911, there were 5,546 books in the collection, 2,476 having

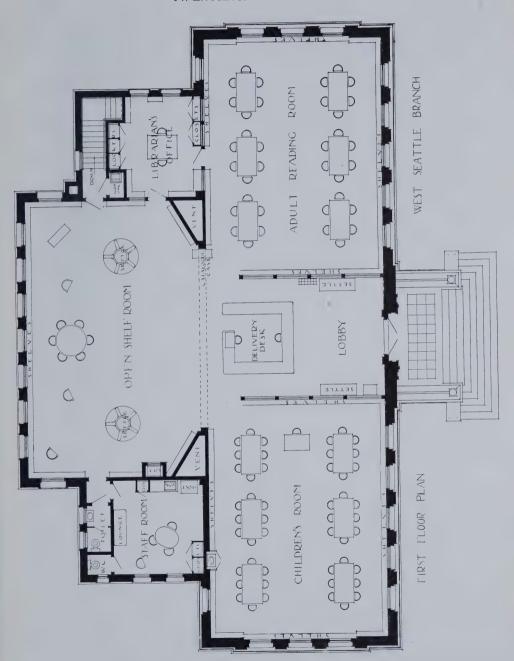
been added since the opening of the Branch.

Since the opening of the Branch, 19,931 books and magazines were taken out; of these, 9,888 were juvenile. For the five full months, the average monthly circulation was 3,848, and the percentage of fiction issued, 66.

There have been 835 new borrowers registered at the Branch since its opening, and many borrowers' cards also have been transferred from the central library. There are now 984 persons borrowing from this Branch.

A regular weekly story hour was held during November and December with a total attendance of 687. The largest attendance at any one time was 190 and the average was 85. The stories told one week are fairy tales for little children, and on the alternate week the older boys and girls listen to Norse myths.

Branch librarian	Dorothy Hurlbert
Children's librarian	CHRISTINA HARGRAVE
Page (part time)	RAYNOR NIESZ
Janitor	.A. C. SCHOONMAKER





Interior View-West Seattle Branch

The above photograph shows the children's room in the foreground, the open-shelf room at the rear, and the adult reading room beyond the lobby. On the preceding page will be found a floor plan of this same building. The other two new branches, at Green Lake and University, are very similar in floor plan and interior arrangement. All furniture, including the delivery desk and the unit wall shelving, was manufactured by the Library Bureau. Both furniture and wood work are of quartered oak, stained light brown with a slight greenish tone. The plastered walls are tinted with kalsomine in olive buff. The floors are of reinforced concrete covered with brown battleship linoleum. In the West Seattle branch indirect lighting fixtures have been installed. These may be seen in the above illustration. Thus far they have given excellent satisfaction though the cost for current is a trifle more than with direct lighting. In this system no direct light sources or bright spots are visible. Temporary fixtures were installed at the other two branches until these indirect lights could be tested at the West Seattle branch. Steam heat was installed in all three buildings.

In exterior appearance the buildings are quite different. The West Seattle branch is constructed of hollow terra cotta blocks faced with red paving brick, with roof of blue slate. The Green Lake branch is built of common brick with gray stucco finish and the roof is of flat red tile. The University branch is entirely of hollow terra cotta blocks with cement stucco finish covered with cream colored cement paint, the roof being of green mission tile. The use of hollow terra cotta blocks made it possible to secure much larger buildings than are ordinarily obtained for the amount of money spent on these branches. With this construction the interior plaster is applied directly to the terra cotta blocks. The buildings are practically fireproof.

The Future

During the coming year it is hoped that the various items of construction and repair work now under way or contemplated may be completed. These will include the erection of electroliers on the approaches at the central library, the setting of shrubbery on the grounds at the Ballard, Green Lake, and West Seattle branches and also at the central library, the painting of the interior walls of the central building, and the installation of new lighting fixtures in order to replace the inefficient Nernst lamps with Tungsten. Early in 1911 it is hoped that a beginning will be made in deposit station work. This was postponed last year because of the pressure of other undertakings.

The Librarian wishes to urge again the importance of branch libraries for such districts as East Yesler Way, Queen Anne, Fremont, Capitol Hill, Interbay, East Madison, Rainier Beach, South Park, Georgetown, and Youngstown.

At the central library it is hoped that the room now occupied by the Washington State Art Association may be made available this year for use as a reading room. This additional space is needed. The photographs in this report give sufficient indication of the present crowded condition of the central library and emphasize our claim that the enlargement of the central library building should not long be postponed.

Our most urgent plea is still for more books. An annual circulation of 650,000 volumes with a stock of only 130,000 books makes it impossible to give the patrons of the library the service to which we believe they are entitled. This need of more books is felt most keenly in the adult circulation department at the central library where last year 270,000 volumes were loaned from a collection of 40,000 books. A special fund of several thousand dollars could be used to excellent advantage in restocking this collection. More books are also needed at the various branches and for the school-room libraries.

Respectfully submitted

Judson T. Jennings

Librarian

Appendix A

Library Staff, December, 1910*

EXECUTIVE DEPARTMENT

Librarian	JEANNE A. BOWMAN
HEADQUARTERS BRAN	CH DEPARTMENT
Superintendent of branches	
Assistant	
Assistant	
Messenger	Gerard Fitzmaurice
BINDERY DEPA	ARTMENT
Foreman	HARRY W. HYDE
Forwarder	Louis Opsahl
Forwarder	WILL CONRAD
Assistant	WILLIAM FISHER
Stitcher	MINNIE BURNS
Stitcher	Emma McGonagle
Stitcher	Bertha Brekke
MECHANICAL DE	PARTMENT
Chief engineer	HARRY R. ROGERS
Assistant engineer	Јони Н. Соке
Elevatorman	
Night watchman	James Lonney
Janitor	E. B. Parsons
Janitor	A. B. DICKSON
Cleaners Mr	RS. N. BERGER, MRS. B. HAYNES,
Mrs. O. B. Jones, Mrs. W. H. C	

On December 31, 1910, the staff included 102 persons, of whom 87 were working full time and 15 part time.

Apprentice Class

The course of training for the apprentice class closed April 1st, with the following eight members finishing the required work: Mellie K. Alexander, Ferne Hankins, Florence McLaughlin, Ella McQuin, Martha Phillips, Katherine Shea, Lucia Stoll, E. Fay Woolsey. Six of these have been appointed to full time positions on the staff.

Lectures and quizzes with final examinations were given in order and accession work, classification, cataloguing and shelf-listing, general literature, reference work, children's work, art books, periodicals, handwriting and typing, with practice work in all departments of the library.

^{*}The remainder of the staff are listed under their respective departments elsewhere in this report.

Appendix B—Table 1
Total circulation by classes

CLASS	Central	Ballard Branch	Columbia Branch	Fremont	Green Lake Branch	University Branch	W. Seattle Branch	Schools	Play- grounds	Deposit Stations	Total	Percent- ages
General works	2,005	398	145	226	246	257	48	157	40	:	3,522	.54
Philosophy	6,285	81	65	62	134	243	65	44	:	6	6,988	1.07
Religion	5,959	808	227	259	430	467	225	1,617	901	15	10,113	1.55
Sociology	7,935	809	292	214	200	662	307	277	65	59	10,919	1.68
Fairy tales	7,261	2,730	1,453	1,332	1,969	1,761	926	4,312	410	27	22,231	3.42
Philology	1,903	689	157	105	165	- 497	372	96	:	9	4,410	89.
Natural science	7,503	933	253	360	487	.572	250	1,969	57	18	12,402	1.92
Useful arts	13,241	1,206	466	426	745	835	57 I	435	22	91	17,963	2.76
Fine arts	13,151	196	558	548	860	1,072	50I.	424	59	32	18,166	2.79
Literature fiction)	23,323	2,809	885	1,335	1,991	2,777	1,043	2,415	175	79	36,832	2.67
Travel	11,671	2,221	612	913	1,242	1,719	689	1,916	29	III	21,161	3.26
History	11,965	1,391	663	839	1,215	1,410	469	4,003	236	100	22,291	3.45
Biography	10,692	1,157	455	589	783	1,009	304	2,382	18	94	17,546	2.70
Fiction	243,462	39,004	18,683	20,861	24,503	29,540	13,225	27,946	2,973	1,974	422,171	64.99
Books for blind	70	:			:	:			:	:	70	IO.
Pictures	720	:			:	:	:		:	:	720	II.
Periodicals	15,896	1,531	648	206	1,353	1,286	988				22,106	3.40
Total	383,042	56,527	25,562	28,575	37,049	44,107	19,931	47,987	4,291	2,540	649,611	I00.00

Appendix B—Table 2
Adult circulation by classes

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Green Lake Branch	University Branch	W. Seattle Branch	Deposit Stations	Total	Percent- ages
General works	189	2	3	21	9.	22			229	90°
Philosophy	6,217	59	53	56	611	226	09	6	6,799	1.68
Religion	4,621	162	22	79	135	162	57	15	5,253	1.30
Sociology	6,849	248	92	103	251	393	120	59	8,115	2.0I
Fairy tales	:	:	:	:			:	27	27	10.
Philology	946	22	33	7	13	34	00	9	690'1	.26
Natural science	5,689	211	75	87	141	202	200	18	6,503	19.1
Useful arts	11,511	537	240	191	440	460	379	91	13,774	3.40
Fine arts	10,508	270	275	163	320	454	195	32	12,217	3.02
Literature (except fiction)	18,963	1,204	346	733	724	1,508	369	79	23,926	5.92
Travel	7,490	463	250	248	330	746	290	III	9,928	2.45
History	7,798	474	162	325	302	621	160	100	9,942	2.46
Biography	8,276	324	205	324	269	460	IOI	94	10,053	2.48
Fiction	190,590	20,980	11,310	13,120	12,252	17,377	7,481	1,974	275,084	68.03
Books for blind	70	:	:	:	:	:	:	:	70	.02
Pictures	720	:		:	:	:	:	:	720	81.
Periodicals	15,461	1,235	519	438	1,142	1,123	743	•	20,661	5.11
Total	295,928	26,194	13,555	15,895	16,444	23,771	10,043	2,540	404,370	100.00

Appendix B—Table 3
Juvenile circulation by classes

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Green Lake Branch	University Branch	W. Seattle Branch	Schools	Play- grounds	Total	Percent- ages
General works	1,816	393	142	205	240	252	48	157	40	3,293	1.34
Philosophy	89	22	12	9	15	17	5	44	:	681	80.
Religion	1,338	646	205	180	295	305	891	1,617	901	4,860	86.1
Sociology	1,086	360	200	111	249	269	187	277	65	2,804	1.14
Fairy tales	7,261	2,730	1,453	1,332	1,969	1,761	926	4,312	410	22,204	9.05
Philology	927	299	154	98	578	463	364	96	:	3,341	1.36
Natural science	1,814	722	178	273	346	370	170	1,969	57	5,899	2.41
Useful arts	1,730	699	226	235	305	375	192	435	. 22	4,189	1.71
Fine arts	2,643	169	283	385	540	618	306	424	59	5,949	2.43
Literature fiction)	4,360	1,605	539	602	1,267	1,269	674	2,415	175	12,906	5.26
Travel	4,181	1,758	362	665	912	973	399	916,1	29	11,233	4.58
History	4,167	216	50I	514	913	789	309	4,003	236	12,349	5.04
Biography	2,416	833	250	265	514	549	203	2,382	81	7,493	3.05
Fiction picture books)	52,872	18,024	7,373	7,741	12,251	12,163	5,744	27,946	2,973	147,087	59.98
Periodicals	435	296	129	89	211	163	143	:		1,445	•59
Total	87,114	30,333	12,007	12,680	20,605	20,336	9,888	47,987	4,291	245,241	100.00

Appendix B-Table 4

Comparative circulation by months and years since opening of library

Totals	2,654	68,622	98,000	144,199	77,240	93,276	109,431	109,414	137,941	154,045	119,213	164,187	214,004	258,924	234,503	302,203	454,735	555,374	579,706	649,611
Play- grounds		:			:	:	:	:	:		:		:	:	:	:	:	:	1,734	4,291
Deposit Stations		:	:	:			:	:					:		:		819	3,211	2,769	2,540
Schools	:	:	:	:	:	:	:	:	:	:	436 *	2,520 ‡	19,796	41,859	33,381	45,337	45,588	42,521	45,122	47,987
Dec.	2,654	6,576	11,127	12,954	4,071	9,571	9,553	9,044	11,670	15,102	12,042	13,973	16,995	17,528	20,196	14,366	39,918	43,940	48,603	56,292
Nov.		6,226	9,798	13,074	4,284	8,612	9,561	11,610	11,414	15,039	12,992	15,092	17,706	18,879	19,316 c	24,267	44,426	45,789	53,200	60,212
Oct.		6,142	8,772	12,569	6,581	9,061	8,775	10,908	11,435	14,174	12,477	14,346	17,850	18,126	17,906 6	23,887	40,795	47,284	44,650	57,162
Sept.		5,736	8,220	11,315	4,529	8,137	8,404	9,314	11,146	11,968	10,622	12,497	15,415	15,871	15,919	20,148	31,655	37,216	35,623	47,458
Aug.		960'9	8,154	12,500	4,827	9,049	8,330	9,851	11,575	12,185	11,473	12,067	14,751	18,259	16,079	20,126	33,227	38,465	38,948	51,514 j
July		5,246	7,317	11,196	5,331	8,292	8,568	8,286	10,970	11,227	10,783	12,769	14,732	17,668	16,223	19,763	28,110	37,219	40,374	39,000 i
June		5,297	7,162	8,631	5,849	8,900	8,609	7,662	11.373	11.677	10,631	12,205	14,371	17,191	16,042	20,709	27,263 e	38,296	37,362 g	39,484
May		5,631	7,154	11,883	6,551	8,392	8,320	7.270	11.810	11.320	10,679	13,448	14.983	16.417	16.385	22,421	31,088	37,473	40,011	40,026
April		6.073	7,873	12,193	7,350	8,043	9.264	8.379	11.971	11.560	10,755	13,729	16,715	17.834	15.246	20.372	34,450	42,610	44,183	46,611 h
March		080.9	8,325	13,514	3,874	7,202	10.670	8.895	13.275	13.851	10.552	15.146	17,330	21.057	10.702	24.860 d	35,740	47.759	51,149	53,783
Feb.		5.264	7.189	12,080	12,238	3,965	9.308	8.929	12,453	12,803	5.771	13.265	16.846 a	19.346	18.498	22,236	31.949	46.008	47.154	49,661
Jan.		4.254	6.909	12.290	13,594	4,052	10.069	9.266	8 849	13,139		13.130	16.513	18.889	18,610	23.710	29.848	47.583	48.824	53,590
Year	1891	1892	1893	1894	1895	1896	1897	1898	1899	1900	1901	1905	1903	1904	1905	1906	1907	1908	1909	1910

b Green Lake Branch opened, Oct. 9. c South Branch opened, Nov. 27. g Columbia Branch opened, June 22. i West Seattle Branch opened, July 25; University Branch closed, July 28-Aug. 5; Green Lake Branch f Ballard Branch opened, July 16. i University Branch re-opened in Carnegie building, Aug. 6. a Fremont Branch opened, Feb. 7. e South Branch closed, June 22. h Green Lake Branch closed, April 12-July 30. re-opened in Carnegie building, July 31. † From Jan.-June. d University Branch opened, March 8. * From Sept.-Dec.

Appendix C—Table 1
Original cost and present valuation of library grounds and buildings

	Central Library	Ballard Branch	Green Lake University Branch Branch	University Branch	W. Seattle Branch	Vesler Triangle	Total Branch	Total
GROUNDS								
Original cost of site	\$100,000.00	\$2,100.00	\$1,000.00 a	Donated	Donated	Donated	\$3,100.00	\$103,100.00
Taxes and improvement assessments	31,559.86	26.91	846.74		\$49.37		923.02	32,482.88
Grading and parking	5,789.14	492.04	650.70	\$1,265.49	894.45	\$249.58	4,152.26	9,941.40
Total expenditures for grounds	\$137,349.00	\$2,618.95	\$2,497.44	\$1,865.49	\$943.82	\$249.58	\$8,175.28	\$145,524.28
Present valuation of grounds	450,000.00	10,000.00	7,000.00	8,000.00	\$8,000.00	60,000,00	93,000.00	543,000.00
Bulldings	The same from the ball of the							
Cost of building	\$248,566.93	\$15,000.00 6	\$15,000.00 b \$30,982.46 d \$31,750.95 d \$31,335.65 d	\$31,750.95 d	\$31,335.65 d		\$109,069.06	\$357,635.99
Heating, ventilating, and plumbing	23,191.95	1,349.00 c	6,036.85	6,047.37	5,609.24		19,042.46	42,234.41
Pneumatic tubes	2,325.00							2,325.00
Book stacks,	25,762.25							25,762.25
Elevators and book lifts	5,683.82							5,683.82
Wiring and fixtures	7,882.19		730.59	1,137.55	1,399.59		3,267.73	11,149.92
Approaches	35,321.96	138.90			:	:	138.90	35,460.86
Total buildings	\$348,734.10	\$16,487.90	\$37,749.90	\$38,935.87	\$38,344.48		\$131,518.15	\$480,252.25
Total expenditures for grounds and buildings Present valuation of grounds and buildings	\$486,083.10 798,734.10	\$19,106.85 26,487.90	\$40,247.34 \$44,749.90	\$40,801.36 46,935.87	\$39,288.30 46,344.48	\$249.58	\$139,693.43 224,518.15	\$625,776.53 1,023,252.25

a The Green Lake site was donated, but \$1,000 was paid by the library for additional ground. 6 Includes ventilating, plumbing, book stacks, wiring, and fixtures. c Heating only.
d Includes approaches and book lifts.

Appendix C-Table 2

Financial Statement

Available library fund balance in city treasury January 1, 1910	
Balance for 1910	\$ 33,539.15
RECEIPTS	
Library collections\$ 3,723.00	
Licenses, fines, and fees	
Taxes	
\$146,538.25	
Refund on 1908 county taxes on Green	
Lake property	
From Andrew Carnegie on account of	
branch libraries 32,872.00	
Total receipts	\$179,411.56
Total available fund for 1910	\$212,950.71

EXPENDITURES

Central library

Library staff payroll\$	43,341.33
Building payroll	7,354.03
Fuel	1,239.88
Light and power	
Water	266.65
Telephones	124.75
Insurance	171.90
Repairs and alterations	951.70
General expense	430.05

\$ 56,574.24

Financial Statement - Continued

Branch libraries

Payroll (including janitors)			
Light and power			
Water			
Telephones			
Insurance			
Rent	. 525.00		
Drayage			
General expense	. 1,949.13		
	\$ 15,803.46		
General and undivided expense	s		
Building supplies	.\$ 977.36		
Furniture, fittings, and fixtures			
Stationery, printing, and supplies	4,334.02		
Books and maps			
Periodicals and newspapers	2,041.08		
Bindery payroll	6,040.58		
Bindery supplies	1,004.65		
	\$ 56,274.67		
		\$129 652 27%	
Total maintenance		\$128,652.37*	
lotal maintenance Central building and grounds	. <u>.</u>	\$120,032.37	
	\$ 8,027.79	\$120,032.37	
Central building and grounds		\$120,032.37	
Central building and grounds Approaches	7,000.00	\$120,032.37	
Central building and grounds Approaches Stacks	7,000.00 2,461.50	\$120,032.37	
Central building and grounds Approaches Stacks Ventilating system	7,000.00 2,461.50 206.00	\$120,032.37	
Central building and grounds Approaches Stacks Ventilating system Stairways	7,000.00 2,461.50 206.00 146.35	\$120,0J2.37 ·	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds	7,000.00 2,461.50 206.00 146.35	\$120,0J2.37 ·	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds	7,000.00 2,461.50 206.00 146.35 92.95	\$120,032.37*	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds Miscellaneous building expenses	7,000.00 2,461.50 206.00 146.35 92.95 \$ 17,934.59	\$120,032.37 ·	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds Miscellaneous building expenses Branch buildings and grounds	7,000.00 2,461.50 206.00 146.35 92.95 \$ 17,934.59	\$120,032.37°	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds Miscellaneous building expenses Branch buildings and grounds Ballard	7,000.00 2,461.50 206.00 146.35 92.95 \$ 17,934.59 1,422.60 11,428.46	\$120,032.37°	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds Miscellaneous building expenses Branch buildings and grounds Ballard Green Lake	7,000.00 2,461.50 206.00 146.35 92.95 \$ 17,934.59 1,422.60 11,428.46 13,607.90	\$120,032.37 ·	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds Miscellaneous building expenses Branch buildings and grounds Ballard Green Lake University	7,000.00 2,461.50 206.00 146.35 92.95 \$ 17,934.59 1,422.60 11,428.46 13,607.90 11,800.91	φ120,032.37 ·	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds Miscellaneous building expenses Branch buildings and grounds Ballard Green Lake University West Seattle	7,000.00 2,461.50 206.00 146.35 92.95 \$ 17,934.59 1,422.60 11,428.46 13,607.90 11,800.91	φ120,032.37 ·	
Central building and grounds Approaches Stacks Ventilating system Stairways Improving grounds Miscellaneous building expenses Branch buildings and grounds Ballard Green Lake University West Seattle	7,000.00 2,461.50 206.00 146.35 92.95 \$ 17,934.59 1,422.60 11,428.46 13,607.90 11,800.91 30.00 \$ 38,289.87		\$184,876.83

^{*}This amount includes \$12,760 for furnishings and \$6,000 special book fund for three new branches opened in 1910.

Appendix C-Table 3

Library Collections

The collections at the central library and branches and the disposition made of them are shown in the following recapitulations from the library cash book:

RECEIPTS

Cash on hand January 1, 1910	80.60
Reserve postals	90.44
Pay collection of duplicate books	432.52
Lost books paid for	214.48
Temporary deposits	170.94
Five-dollar deposits	555.00
Non-resident membership fees	28.00
Fines for overdue books	2,944.01
Sale of old furniture, newspapers, and scrap iron	113.50
Refunds on book and periodical orders	5.22
Refund for drayage on books	2.60
Payment for rebinding damaged books	.50

DISBURSEMENTS

Refunds for lost books returned	\$ 58.27
Temporary deposits refunded	164.67
Five-dollar deposits refunded	602.00
Fines refunded	5.38
Deposited with city treasurer for library fund.	3,723.00
Cash on hand December 31, 1910	84.49

Segregation of above by libraries

	Cash balances Jan. 1, 1910	Receipts	Disburse- ments	Cash bal. Dec. 31, 1910
Central library	\$ 49.23	\$3,939.63	\$3,949.91	\$ 38.95
Ballard	5.75	151.59	150.49	6.85
Columbia	4.72	69.14	68.90	4.96
Fremont	6.18	99.14	99.25	6.07
Green Lake	6.60	78.59	77.57	7.62
University	8.12	182.78	178.70	12.20
West Seattle		36.34	28.50	7.84
	\$80.60	\$4,557.21	\$4,553.32	\$ 84.49

Appendix C—Table 4 Expenditures by months and accounts—1908-1910

Total Expenditures for Month		\$5,269.59 7,603.15 17,011.43	7,088.66 6,879.52 11,737.13	21,876.46 9,581.96 12,681.68	12,142.72 8,669.12 9,236.19	14,711.86 9,506.61 23,192.29	13,085.22 12,851.38 16,892.93	7,054.29 13,788.08 26,039.70	7,011.01 35,108.34 17,732.78	11,905.78 22,904.03 15,187.55	7,331.24 23,726.87 10,392.69	7,285.65 29,169.67 11,309.72	6,648.08 20,784.11 13,462.74	\$121,410.56 200,572.84 184,876.83
-	Total Payrolls	\$4,441.14 4,579.82 5,354.61	4,486.24 4,576.60 5,362.88	4,247.98 4,598.82 5,490.46	4,233.36 4,680.46 5,599.46	4,277.25 4,665.93 5,794.01	4,231.75 4,800.60 5,782.20	4,015.72 4,905.35 5,700.05	4,054.28 4,826.16 5,853.66	4,252.13 4,904.62 5,660.38	4,376.51 5,014.97 5,743.10	4,417.38 5,146.27 5,986.89	4,397.92 5,176.45 5,987.82	\$51,431.66 57,876.05 68,315.52
	Miscella- neous	\$179.93 a 5.00 b	2.50 6		2.50 6				1,700.00 c				100.00 d	\$189.93
	Bindery Payroll and Supplies	\$469.68 516.70 554.41	1,002.89 575.19 539.40	408.90 569.28 669.97	454.41 596.54 604.39	530.23 529.70 665.26	363.95 432.55 603.26	474.75 535.58 598.85	367.49 754.34 616.52	477.10 565.63 523.55	639.78 519.15 570.98	469.24 630.47 562.06	561.81 746.92 536.58	\$6,220.23 6,972.05 7,045.23
ES	Periodicals and Newspapers	\$2.50 1,582.40 60.55	19.80 2.50 39.75	1,291.92 15.12 40.68	4.36 7.78 6.70	113.26 37.31 2.20	7.61 29.55	3.00 2.95 3.85	4.64 6.11 2.97	4.50 21.36 12.67	362.25 375.20 343.29	123.66 119.80 67.49	2.33 1,757.41 1,460.60	\$1,939.83 3,957.49 2,041.08
D EXPENSES	Books and Maps	\$203.27 184.37 3,608.22	825.55 127.27 4,241.49	358.22 354.80 2,729.85	1,609.59 1,523.40 1,523.50	1,184.46 929.23 2,472.06	471.89 1,079.79 1,326.62	47.95 349.32 935.26	719.27 910.96 2,132.92	1,597.28 1,532.08 898.63	620.97 1,363.22 2,614.08	1,091.41 3,347.32 2,550.34	375.36 2,503.93 1,169.22	\$9,105.22 14,205.69 26,202.19
UNDIVIDED	Stationery, Printing, and Supplies	\$62.00 330.30 577.42	225.71 261.02 323.39	134.05 94.35 186.79	125.95 188.65 547.56	269.90 250.47 418.99	215.52 433.63 452.91	168.84 156.57 538.76	150.62 136.57 426.57	156.44 305.94 270.81	198.59 185.12 123.84	114.37 280.92 235.29	108.27 291.90 231.69	\$1,930.26 2,915.44 4,334.02
	Furniture, Fixtures,* and Fittings	\$43.50 15.50 161.50	4.60 30.52 212.75	54.60 10.25 185.35	815.00 875.70 58.00	42.00 1.85 206.65	2,191.75 22.90 446.54	86.80 8,132.15	732.48 105.63	88.25 349.32 4,197.91	13.25 604.11 201.05	8.50 194.25 845.13	14.75 247.60 922.13	\$3,276.20 3,171.28 15,674.79
	Building Supplies	\$15.90 40.50 53.55	136.49 88.68 88.13	89.86 111.81 58.86	60.43 80.22 35.20	70.74 61.48 98.40	73.66 78.28 86.39	94.48 28.65 103.86	48.95 70.47 98.72	36.25 57.20 149.24	54.50 60.58 39.77	66.30 66.42 69.96	145.63 82.88 95.28	\$893.19 827.17 977.36
	General Expense	\$197.78 215.97 566.61	174.15 380.57 501.29	306.44 324.42 310.33	220.72 175.44 247.11	95.04 137.46 236.34	134.85 248.92 366.85	107.75 131.82 404.49	80.79 467.87 210.99	143.85 244.23 229.96	159.27 190.22 283.77	259.52 220.26 500.78	210.95 237.84 365.36	\$2,091.11 2,975.02 4,223.88
BRANCHES	Buildings and Grounds	\$5,090.85	394.29 422.22	374.44	250.00 57.47 575.74	2,272.42	5,149.00	6.50 3,786.84 9,449.16	134.95 23,577.01 2,127.68	350.50 12,058.00 2,850.75	1,015.00 8,951.00 204.60	750.00 16,527.74 88.80	26.91 8,621.49 1.25	\$2,533.86 81,769.70 38,289.87
	Payroll	\$520.23 575.40 748.40	558.20 579.15 759.40	511.15 579.60 739.75	525.08 582.15 717.44	527.00 555.96 863.66	469.31 625.17 1,002.75	528.00 654.95 1,059.88	527.00 672.92 1,194.84	537.77 711.90 1,006.56	528.49 717.60 1,067.12	552 85 717.00 1,207.16	557.65 720.60 1,212.62	\$6,342.73 7,692.40 11,579.58
	General Expense	\$93.66 564.07 477.70	599.85 493.05 467.73	577.23 526.46 410.16	909.72 407.65 382.74	528.71 295.91 235.85	466.89 211.90 315.98	280.76 135.45 664.70	49.50 132.80 201.60	294.60 192.45 227.93	276.75 269.00 358.59	343.30 362.60 518.49	840.39 520.99 665.71	\$5,261.36 4,112.33 4,927.18
ARY	Repairs and Alterations	\$17.23 55.52 28.01	77.88 16.50 17.15	224.96 11.30 65.33	60.15 277.41 23.94	15.02 103.42 49.29	168.97 59.11 142.25	66.26 48.48 33.57	172.10 49.55 51.90	174.90 38.95 77.00			92.18 23.70 50.10	\$1,231.00 952.13 951.70
CENTRAL LIBRARY	Building and Grounds	\$1,000.00	405.33	14,587.30 3,107.91	3,801.53 300.40 153.85	8,056.25	5,114.38 715.30 7,000.00	2,155.00 4,147.27	1,590.96 2,256.02 6,443.62	4,797.98 3,146.25 599.72	40.30 6,550.25 253.00	4.90 2,673.48 9.95	368.58 1,000.00 2,461.50	\$40,517.18 25,025.64 17,934.59
CEN	Building Payroll	\$669.00 562.96 541.54	657.00 585.95 538.54	586.15 563.36 569.04	556.73 555.67 657.90	580.04 563.00 608.99	556.08 565.50 605.96	461.11 584.96 617.83	606.35 619.62 730.12	603.08 625.20 633.20	564.46 590.21 603.16	572.18 554.32 633.75	565.00 557.22 614.00	\$6,977.18 6,927.97 7,354.03
	Staff	\$2,789.91 2,959.46 3,542.67	2,804.04 2,939.50 3,572.94	2,745.68 2,938.86 3,644.67	2,746.55 3,040.64 3,702.12	2,699.21 3,044.97 3,799.36	2,850.36 3,199.78 3,670.41	2,659.89 3,138.44 3,497.34	2,558.39 3,021.62 3,388.70	2,643.28 3,055.52 3,509.62	2,796.19 3,195.16 3,621.32	2,829.51 3,362.95 3,715.48	2,778.27 3,371.63 3,676.70	\$32,901.28 37,268.53 43,341.33
		1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910	1908 1909 1910
	**	January	February	March	April	May	June	July	August	September	October	November	December	Totals

d Increase in petty cash fund.

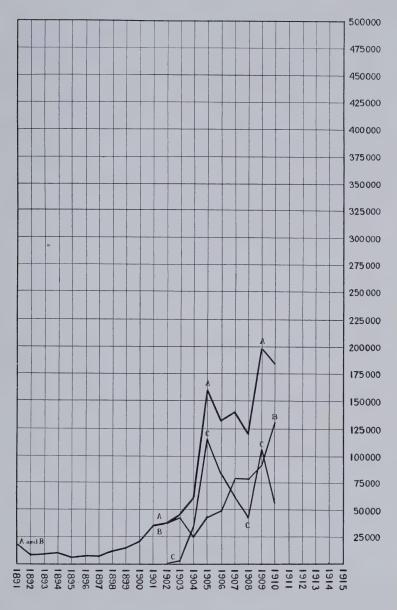
a Entry to adjust discrepancy in Comptroller's records. b Refund of license fee. c Refund of Ioan from general fund.

Appendix C-Table 5

Detailed record of expenditures by years beginning January 1, 1903

	1903	1904	1905	1906	1907	1908	1909	1910
CENTRAL LIBRARY	\$10.416.30	\$10 635 49	\$14.925.85	\$17.810.23	\$30,697.85	\$32.901.28	\$37,268.53	\$43,341.33
	826.13	827.69	819.00	1,382.70	5,403.06	6,977.18	6,927.97	7,354.03
Building and grounds.	3,172.93	37,189.26	116,376.54	83,362.70	62,503.46	40,517.18	25,025.64	17,934.59
Repairs and alterations	433.84	239.72	634.18	294.47	1,284.16	1,231.00	952.13	951.70
General expense	2,148.87	1,798.59	1,840.68	1,822.87	3,790.57	5,261.36	4,112.33	4,927.18
Rent	1,800.00	1,800.00	1,917.40	1,650.00		:		
BRANCH LIBRARIES	00 101	00 000	1 409 90	9 909 16	4 523 02	6 349 73	7.692.40	11.579.58
Fayroll	1,451.00	1,525.00	1,450.05	0,000,10	£,000;	9 533 86	1,425,41	6,004,44
	1 059 80	915.48	1 776 38	2.059.24	2.186.61	2,091.11	2,975.02	4,223.88
Carnegie branch buildings	1,004.00	OF STORY	7,	i			80,344.29	32,285.43
Undivided Expenses								
Building supplies	181.44	115.87	139.99	265.69	648.16	893.19	827.17	977.36
Furniture, fittings, and fixtures	1.506.78	336.87	624.85	633,58	8,218.41	3,276.20	3,171.28	15,674.79
Stationery, printing, and supplies.	1,539.31	654.92	1,464.40	1,810.94	3,623.84	1,930.26	2,915.44	4,334.02
Books and maps	17.545.41	2,443.67	14,221.39	12,190.80	10,173.02	9,105.22	14,205.69	26,202.19
Periodicals and newspapers	2,073.52	1,120.93	1,124.44	1,808.95	2,320.72	1,939.83	3,957.49	2,041.08
Bindery supplies	522.72	270.72	332.73	762.99	709.05	1,001.98	984.05	1,004.65
Bindery payroll	2,100.20	2,840.25	3,336.37	3,651.50	4,727.28	5,218.25	5,988.00	6,040.58
Refund of licenses	180.44	47.50	100.00	97.50	967.88	10.00		:
Comptroller's adjusting entry.	:	:	:		:	179.93	:	:
Refund loan from gen. fund (10 o'clock opening)					:		1,700.00	
Increase petty cash allowance		:					100.00	
Total expenditures	\$46,932.64	\$62,565.96	\$161,127.59	\$132,987.32	\$141,838.05	\$121,410.56	\$200,572.84	\$184,876.83

Expenditures



Figures at bottom represent years: at side dollars.
Line A = Total expenditures.
Line B = Expenditures for maintenance.
Line C = Expenditures for buildings and grounds,
1902 = First expenditure for construction of permanent
buildings buildings.

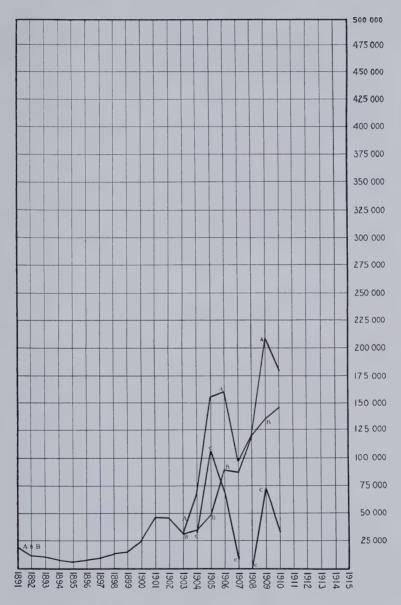
Appendix C-Table 6

Record of revenues from each source by months and years, beginning January 1, 1903

		, ,		Tax	05	_,		
	1903	1904	1905	1906	1907	1908	1909	1910
January	412.63	8.24	.43	1,117.99	2,053.78	1,688.19		10,955.59
February	4.07	2.01	1.282.45	35,22	37.94	150.00	6,604.07	178.48
Maroh	17.47	.78	5,061.90	8,119.36	5,029.81	8,851.98	10,484.59	8,060.42
April	7.15	1.25	4,287.57	18.202.10	9,748.06	18,654.18	20,006.97	29,276.06
May	7.88	1.93	1,456.20	10,904.00	9,785.90	11,820.04	13,934.07	15,051.60
June	13.40	2.24	1,052.85	4,190.20	3,190.41	9,591.23	11,154.38	11,403.69
July	9.67	1.63	916.73	3,423,26	3,208.48	6,183.28	8,362.42	6,070.85
August	9.52	3.02	257.33	980.98	1,326.00	5,907.89	6,539.74	7,588.37
September	7.39	2.44	122.36	326,68	209.18	1,263.17	2,890.36	3,047.97
October	2.54	05	95.60	326,14	180.63	726.15	943,49	1,729.07
November	18.72	2.08	217.09	604.02	366.85	848.88	1,101.24	1,143.55
December	.60	.59	908.80	2,861.96	1,872.78	4,638.07	4,835.03	5,049.78
Total 3	511.04	26.16	15,659.01	51,091.91	37,009,82	70,257.06	86,856.36	99,555.43
=								
				Licenses, Fi	nes and Fees			
January	1,944.38	2,955.72	2,467.03	2,409.86	2,556.47	3,073.98	2,548.79	2,423.64
February	2,285.29	2,339.28	2,383.67	2,117.28	3,000.37	3,076.29	2,252.00	2,606.47
Earch	2,237.82	2,899.51	2,636.80	3,243,91	3,358.74	3,497.55	3,040.88	3,133.14
April	2,286.95	2,196.04	1,851.61	2,076.45	2,987.23	3,457.14	2,812.42	2,879.20
Yay	2,236,60	1,784.53	1,760.28	2,014.33	3,251.40	4,693.63	4,636.47	4,678.56
June	1,869.66	2,083.65	2,085.57	3,029.04	5,712.89	4,168.83	4,337.44	4,211.55
July	1,968.17	1,763.10	2,235.53	2,278.53	3,248.22	3,439.30	3,110.23	2,760.17
August	2,330.47	2,217.50	1,891.75	1,937.29	2,737.75	2,534.13	2,084.55	2,356.93
September	2,736.70	3,105.75	3,100.81	3,386.23	4,273.28	4,078.65	4,010.36	4,363.86
Cotober	3,267.88	3,445.02	3,701.36	4,280.91	4,778.42	4,719.49	4,306.12	4,775.14
lovember	3,475.62	3,821.14	3,832.20	4.540.96	4,775.81	4,828.09	4,480.09	4,853.34
December	3,523.75	3,490.67	3,538.81	4,104.92	4,441.51	3,886.55	4,095,20	4,207.82
Total \$	30,163.29	32,101.91	31,485.42	25,419.71	45,122.09	45,453.58	41,714.55	43,259,82
				y and Misoell				
January S	113.00	127.71	141.60	319,00	286.97	531.00	366.00	350.31
February	103.00	115.00	140.10	164.72	225.75	450.00	360.00	361.00
Earch	45.10	111.00	109.47	129.00	21,2.00	338.00	364.00	428.00
April	166.10	129.00	65.00	142.00	336.00	432.65	25,000.00)	434.00
May	134.40	127.00	106.48	168.80	664,90	330.00	428.00	367.00
June	132.60	128.16	134.26	141.00	873.56	2,060,00	2,590.79	263.00
July	121.30	153.70	132.60		463,97	340.00	423.00) 12.96)	269.00
August,	99.75	127.16	119.50	339.47	349.50	271.00	374.00	222.00
September	91.60	166,76	106.50	193.26	256.00	341.00	402.00	180.00
October	120.60	121.00	135.96	204,00	411,42	432.00	376.00) 60 0. 00)	245.00
November	157.18	147.20	120,00	199.75	381.00	325,00	422.00	296.00
December	110.00	1,145.00	136.60	250.80	445.00	447.00	499.00	309.00
Total \$	1,394.63	2,598.69	1,448.07	2,251.80	4,906.07	6,297.65	33,031.75	3,724.31
			I	onations by A		ie		
January\$					9,800.00			8,312.00
February			15,000.00					4,735.00
March								
April								2,350.00
May			33,000.00					
June				22,000.00				13,325.00
July		15,000.00	22,500.00				8,100.00	
August								4,150.00
September			20,000.00				27,000.00	
October		18,500.00		18,450.00			12,028.00	
Movember							8,900.00	
December			15,750.00	30,000,00			16,100.00	
Total =		33,500.00	106,250.00	70,450.00	9,800.00		72,128.00	82,872.00
	(Mr Car	negie alan e	ave \$15,000 fo	or the librar	v building in	Ballard (acc	mnlated in 196	(A) which
	togeth	er with his	ave \$15,000 for donations of a versity, and b	220,000 for	the central b	uilding and	\$105,000 for b	ranches
							1010007	

\$ 32,068.96 68,226.76 154,842.50 159,213.42 96,837.98 122,008.29 233,730.66 179,411.56

Receipts



Figures at bottom represent years: at side dollars. Line A - Total receipts Line B - Receipts from city Line C - Donations from Andrew Carnegie 1904 - First donation from Andrew Carnegie

Appendix D

Rules and information for borrowers

The use of the library for reading and reference is free to all.

The library is open on Sundays and holidays for reading and reference

only. Books are not issued on those days.

Borrowers. Any resident or taxpayer of Seattle or any non-resident employed or attending school in Seattle may borrow books from the library without charge on signing an application and agreement in the presence of a registry

The application of a child under fourteen years of age must also be

signed by the parent or guardian, or some other responsible person.

Applications must be renewed every two years.

Non-residents not included in the above ruling may borrow books on pay-

ment of one dollar a year, in advance.

A temporary resident may borrow books by depositing five dollars, for which a receipt will be given. This sum will be refunded to the depositor upon surrender of his library card and the receipt.

One book may be borrowed by depositing its cost. The receipt given must be presented before the deposit will be refunded. A borrower is given

this privilege once only.

BORROWERS' CARDS. A borrower's card may be used at the central and

branch libraries.

Each borrower is responsible for the use of his card, for all books charged on it, and for all fines incurred. Cards should not be loaned.

A lost card should be reported at once. Adult cards will be replaced fourteen days after notice of loss. Juvenile cards will be replaced fourteen days after notice of loss, upon the payment of five cents, or replaced without payment six months after the loss is reported.

If a card reported lost is found, even after a new card has been issued,

it should be returned to the library.

Change of residence must be reported promptly at the library.

The borrower's card must be presented whenever a book or periodical is

ISSUE OF BOOKS. Regularly registered borrowers holding adult cards may borrow two or more books at one time, including two books of fiction, only one of which shall be a seven-day book.

Only two books will be issued at one time on a juvenile card.

Books are issued for twenty-eight days except some new and popular books which may be kept only seven days.

The library reserves the right to limit the time for which books in special

demand may be kept.

ISSUE OF PERIODICALS. Adult periodicals are issued for three, seven, or fourteen days.

Periodicals issued for three and for seven days are known as "current numbers," those for fourteen days as "back numbers."

Only two "current" periodicals may be issued to one borrower. No restrictions are made as to "back numbers."

No periodical may circulate as a "back number" unless it is one of the regular circulating magazines.

Juvenile current periodicals are issued for seven days.

RENEWALS AND TRANSFERS OF BOOKS. A book issued for seven days

may not be renewed or transferred.

A book issued for twenty-eight days may be renewed once or transferred once for four weeks from the date on which the request is made, unless it has been reserved by another borrower. Since the initial time limit is twenty-eight days, the book must be returned to the library to be renewed or transferred. It may not be renewed by mail or telephone.

A periodical may not be renewed or transferred.

No book or periodical may be exchanged on the day on which it is borrowed.

RESERVES. A book of fiction may be reserved at the library on payment of one cent for postal card notice. Non-fiction may be reserved free of charge. Periodicals may not be reserved.

FINES. In the adult department a fine of two cents a day (excluding Sundays and holidays) will be charged on each book or periodical kept overtime.

In the juvenile department a fine of one cent a day (excluding Sundays and holidays) will be charged for each book or periodical kept overtime. In place of paying his fine a child may forfeit the use of his card for six months from the date upon which an overdue book is returned.

When a book is three weeks overdue, a messenger will be sent for it who has authority to collect the fines incurred and a fee of twenty-five cents for

messenger service.

Books should be examined to make sure they are in good condition at the time of borrowing. If a borrower discovers a defect, he should report it be-

fore leaving the library.

A borrower must pay for books injured or lost while charged on his card. If a book reported lost is afterward found, the amount paid for it will be refunded upon return of the book and presentation of the proper receipt.

A borrower's card will be held at the library for unpaid fines.

No violation of these rules will be excused on the plea of ignorance. No claim can be established because of the failure to receive notices sent to or from the library.

Appendix E

Rules governing the use of auditoriums

 The auditoriums are designed to be used for meetings of an educational or philanthropic nature and for meetings held to discuss general subjects affecting public welfare. Their use will not be allowed for meetings of a

political or religious nature.

2. Permission to use an auditorium must in all cases be obtained from the Librarian. Application for such use should be made in writing and addressed, "Librarian, Seattle Public Library, Fourth Avenue and Madison Street, Seattle, Wash." This application should state explicitly the purpose for which the auditorium is to be used, the subject to be discussed, and the date or dates when the meetings are to be held.

For meetings allowed under Rule 1 and for which permission has been granted, there will be no charge for the use of the auditorium, but the meetings must be open to all comers and no admission fee may be charged.

- 4. The evening use of the auditorium shall not extend beyond 10 p. m. For any extension after 10 p. m., a charge of \$1 will be made, the extension, however, to be limited to 10:30 p. m.
 - 5. The serving of refreshments will not be permitted.6. Smoking will not be permitted in the auditorium.

7. Music shall not be a part of the entertainment if it disturbs readers in the library.

8. Pianos shall not be brought into or removed from the central library or any of the branch libraries without the written permission of the Librarian, who will in no case grant such permission unless a responsible guarantee in writing is given that any damage to the building or contents shall be made good.

9. The opening, closing, cleaning, and lighting of the auditoriums shall be

in charge of the regular janitors.

 The privilege of using an auditorium may be cancelled at any time by the Librarian. THE LEWARY OF THE LIFE B 1942 UNIVERSITY OF ILLINOIS

Publications of the Library

Sent free of charge on application to the library.

Annual reports. 5th-9th, 13th-20th. 1895-1899, 1903-1910.

The 1st, 2d, and 3d reports were published in "Seattle municipal reports" for 1891, 1892, and 1893; the 4th, 10th, 11th, and 12th were never printed; the 5th, 6th, and 17th are out of print.

Monthly bulletin. v. 1-4, 5-7. Nov.1896-Dec.1900, Jan.1905-Dec. 1907.

None were published Jan.1901-Dec.1904; discontinued Dec. 1907. v.1, no.1, v.2, no.5, v.3, nos.1-12, v.4, nos. 1, 2, and 6 are out of print.

Proceedings at the opening of the Seattle Public Library building, December 19, 1906. $32~\rm p.$

Out of print.

Periodicals currently received by the Seattle Public Library and by the Library of the University of Washington. Ed. 1. 1909. 30 p. Ed. 2. 1910. 31 p.

Scheme of library service. 1909. 4 p.
Also in 19th annual report, 1909.

FINDING LISTS

English prose fiction. 1903. 126 p. Natural science. 1905. 34 p. Useful arts. 1905. 45 p. Fine arts. 1908. 64 p.

REFERENCE LISTS

These lists have been compiled and printed to render easily accessible the material in this library on the various subjects.

Subject list of Catholic books in the Seattle Public Library.
January 1909. 45 p.

Published under the auspices of the Knights of Columbus, Seattle Council. Obtainable also at the library.

Books relating to engraving. April 1909. 8 p.

List of books about birds. July 1909. 11 p.

Books of interest to Sunday-school workers. 1910. 16 p.

Published by the King County Sunday-school Association. Obtainable also at the library.

Municipal plans; a list of books and references to periodicals in the Seattle Public Library. Compiled by Katharine McMicken. April 1910. 13 p.

List of books for teachers. Compiled by Gertrude F. Hess. May 1910. 22 p.

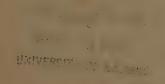
Pacific Northwest; a brief descriptive list of books, with suggested outline of study. Compiled by Katharine B. Judson. May 1910. 12 p.

Municipal government; a list of books and references to periodicals in the Seattle Public Library. January 1911.



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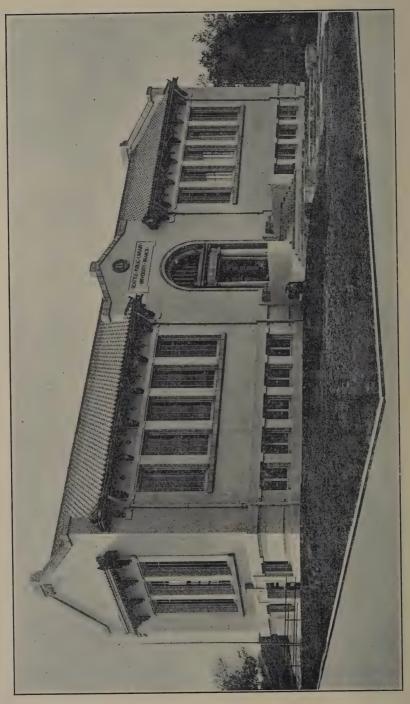
Seattle Public Library Nineteenth Annual Report 1909











Nineteenth Annual Report

of the

Seattle Public Library

1909

THE LIMBERT OF THE APR 9 1942 UNIVERSITY OF SELINOIS

Press of

Dearborn Printing Company, Seattle

Library Board, 1909-1910

G. A. C. Rochester, Chairman	Term expires April 1st, 1912
GEORGE E. WRIGHT, Vice-Chairman	Term expires April 1st, 1914
Frederick M. Padelford	Term expires April 1st, 1913
JAMES MURPHY.	Term expires April 1st, 1910
Samuel Morrison	Term expires April 1st, 1915
DANIEL B. TREFETHEN	Term expires April 1st, 1911
JACOB SCHAEFER	Term expires April 1st, 1916

JUDSON T. JENNINGS, Secretary.

Standing Committees

Administration	Messrs. Morrison, Wright, Schaefer
Art Gallery and Museum	Messrs. Schaefer, Padelford, Murphy
Books and Periodicals	Messrs. Padelford, Morrison, Wright
Branches and Delivery Stations	Messrs. Trefethen, Murphy, Padelford
Building and Grounds	Messrs. Murphy, Schaefer, Trefethen
Construction	Messrs. Wright, Trefethen, Padelford
Finance	Messrs. Wright, Trefethen, Morrison

The Chairman of the Board is ex officio a member of all committees.

5441R 1909 cap, 2

NINETEENTH ANNUAL REPORT

To the Honorable, The Mayor, and City Council of Seattle.

Gentlemen: The Library Board has the honor to transmit herewith the report of the Library Department for the year 1909.

Respectfully

G. A. C. ROCHESTER

Chairman

Seattle, Washington, January 1, 1910.

Report of the Librarian

To the Library Board of the City of Seattle.

Gentlemen:—The following report on the work of the Seattle Public Library during the year ending December 31, 1909, is respectfully submitted.

The year has been one of considerable activity as may be seen by a glance at the following brief outline of its chief events. These are, of course, in addition to the regular routine work of the library.

Important items in the year's work

On July 6 the Board adopted a new scheme of library service in accordance with the provisions of the revised library law of the State, which became effective June 11. This law gives the Library Board complete control of the staff, including the training of apprentices and the selection, appointment, promotion, transfer, and removal of employees.

New heads were appointed for the order, catalogue, and circulation departments.

A fifth branch library was opened June 22 at Columbia.

The David DeBeck collection of books on ophthalmology was transferred to the new medical library maintained by the Washington Medical Library Association in the Henry Building.

Title was at last acquired for the Yesler Triangle lot at Yesler Way, Third Avenue, and Jefferson Street and the ground was temporarily improved by grading and parking.

At the central library building, the new approaches were practically completed, the grounds at the rear were improved by grading and parking, and a contract was let for the completion of the three remaining floors of the book stack.

At the Ballard branch, in addition to minor improvements, a hot water heating plant was installed to replace the worn-out hot air furnaces, the grounds were graded and seeded, and concrete walks and retaining wall constructed.

In May the contracts were let for the construction of the three new branch libraries and these buildings are now nearing completion.

Another important event during the year was the fifth meeting of the Washington Library Association which was held in Seattle June 8, 9 and 10. At this meeting was organized the Pacific Northwest Library Association, in which the Washington Library Association was merged. The 1910 meeting of the new association will be held in Portland June 1, 2, and 3.

Summary

The following table gives a summary of the growth and operations of the library as compared with the previous year. The

WEST SEATTLE BRANCH

details of the work are more fully explained in later pages and complete tables of statistics will be found in the appendices:

		1908.	1909.
1.	Population (Polk's directory estimate)	276,462	309,375
2.	Number of volumes December 31	102,132	114,928
3.	Number of volumes added during the year	8,338	12,704
4.	Number of periodicals received, including	ş	
	duplicates	752	774
5.	Number of newspapers received, including		
	duplicates	. 203	217
6.	Number of borrowers registered during the		
	year	17,241	20,516
7.	Total registration December 31	36,470	37,757
8.	Percentage of population registered as bor-		
	rowers	13%	12%
9.	Circulation of books for home use	555,374	579,706
10.	Circulation per capita	2.01	1.87
11.	Percentage of fiction circulation to total		
	circulation	68.66	66.05
12.	Number on staff December 31	. 82	91
13.	Tax rate	52-100 mills	52-100 mills
14.	Total receipts from city	\$120,308.29	\$133,398.91
15.	Expenditures for salaries	46,221.19	51,888.90
16.	Expenditures for books	9,105.22	14,205.69
17.	Expenditures for periodicals	1,939.83	3,957.49
18.	Expenditures for binding	6,220.23	6,972.05
19.	Other operating expenses	14,683.12	16,753.37
20.	Total regular expense	78,169.59	93,777.50
21.	Regular expense per capita	.2827	.3031
22.	Extraordinary expenditures	43,051.04	106,795.34
23.	Total expenditures	121,220.63	200,572.84

Finances

The total receipts for the year amounted to \$233,730.66, derived from seven different sources as follows: \$72,128 from Mr. Andrew Carnegie on account of the branch library fund; \$25,000 as a loan from the general fund of the city treasury for the completion of the approaches to the central library; \$86,-856.36 from the tax levy; \$41,714.55 from city licenses, fines and fees; \$4,828 from fines for overdue books and other library collections; \$2,603.75 accumulated fund, acquired with the Yesler Triangle property; and \$600 from the Park Board for earth at Green Lake.

The total expenditures amounted to \$200,572.84, of which \$93,777.50 was for regular maintenance and operation and \$106,795.34 for extraordinary expenses. The regular expenditures were distributed as follows: \$25,135.23 for books, periodicals, and binding; \$51,888.90 for salaries, and \$16,753.37 for general expense. Of the extraordinary expenditures \$25,025.64 was for improvements to the central library building and grounds; \$80,992.78 for payments on the contracts for the three new branch library buildings; \$557.34 for improvements to the Ballard branch building and grounds; and \$219.58 for parking Yesler Triangle.

The only outstanding obligations that can not be met by the fund provided for 1910 are the two loans from the general fund, one of \$14,307.55 to pay the assessment for widening and extending Fourth Avenue, and one of \$25,000 for the completion of the approaches to the central library building.

The tax levy for 1910 has been fixed at 52-100 of a mill, or the same rate as was granted for 1908 and 1909. Your librarian begs to renew the suggestion made in his last report that the city charter be so amended as to fix the annual tax levy for library purposes at not less than one-half mill and not more than one mill.

In Appendix C, pages 32 and 33, are given a detailed statement showing receipts and expenditures for 1909, an itemization of collections from fines for overdue books and from other sources, and a table showing original cost and present valuation of the various library properties.

Staff

A complete list of the staff as it stood in December, 1909, is given on pages 25 and 26. At the close of the year there was an increase of nine employees over the previous year, making a total of 91, of whom 17 work only part time. Fifty of these employees are engaged in technical library work. The resignations during the year included that of Miss Jane E. Gardner, superintendent of circulation. Among the new appointments were those of Miss Minnie M. Oakley, chief of the catalogue department; Miss Helen B. Gracie, chief of the combined order and accession departments; Miss Charlotte Elizabeth Wallace, superintendent of circulation; Miss Ethel R. Sawyer, first assistant in the circulation.

tion department; Miss Effie Louise Chapman, librarian's secretary, and Miss Margaret D. Hargrave, assistant in the branch department. Mr. Hugo P. Kuhnke, invoice clerk in the accession department, was transferred to the circulation department; Miss Fanny L. Dudgeon, from the circulation department to the Columbia branch, and Miss Marion D. Thum, from the circulation department to the periodical department.

At the last session of the state legislature, the laws relating to public libraries were revised and consolidated as Chapter 116, Laws of Washington, 1909. This revised law, which is printed as Appendix E of this report, applies to all public libraries in the State of Washington and places the selection, appointment, transfer, and removal of library employees entirely in the hands of library boards. In accordance with this provision, the Board of Trustees of the Seattle Public Library, at their regular monthly meeting July 6, 1909, adopted the scheme of library service which is printed as Appendix F of this report. We believe that the possibilities for efficient library service under this new law are much greater than under the former control by municipal civil service.

Apprentice Class

As the result of an examination for entrance to the training class held September 18, ten of the applicants passed the required mark and the class was organized October 4. Two of the number have since dropped out; the remaining eight give promise of completing the course with credit. Lectures have been given to the class by the heads of the different departments and practice work has been assigned under supervision in all departments of the library. The change in time from spring to fall for starting the class proved entirely satisfactory, for by this means it is possible to secure students lately graduated from high school and university.

It is hoped that the course in library training contemplated by the University of Washington may be started at an early date. Such a course would probably make a training class at the public library unnecessary and would have a tendency to raise the standard of library service, not only in this library but in other libraries of the Northwest. The many requests for information received at this library alone, both from those seeking training and from libraries needing trained assistants, would seem to justify the establishment of such a course.

Accessions

The number of volumes in the library on January 1, 1909, was 102,132. During the year 15,000 were added, 13,823 by purchase and 1,177 by gift; 2,296 volumes were discarded, leaving the net gain for the year 12,704 and the number of volumes in the total collection at the end of the year 114,928.

The amount spent for books during the year was \$14,205.69, an average cost for the books purchased of \$1.03 per volume. Since the volumes purchased this year include a large number of reference books for the new branches and many volumes of the International Library of Technology both for the main library and the branches, this average cost per volume does not seem excessive. An effort is being made to eliminate as much as possible the amount paid for freight by ordering from local or nearby dealers and it is estimated that a possible saving of two cents per volume may be made on books obtained in this way. Many of the books for the new branch libraries were secured in the East at second-hand or from remainder sales. We have also been able to secure a few books from auction sales in the east and hope to go into this to a larger extent when the work of stocking the new branches is finished.

In memory of the late Edward Holmes Ammidown, 240 volumes and some periodicals and pamphlets, all bearing on the subjects of finance and political economy, were presented to the library by his son. A suitable book-plate was devised for the collection, which was placed in the reference department. The material on these subjects will doubtless prove of much value to students.

A gift of 120 volumes was received from the family of the late Edward O. Graves; a large number of these books were also on economic subjects.

From the government exhibit at the A. Y. P. exposition, a number of maps and charts of the United States Hydrographic office, being nearly all charts of the western coast, were placed in the library as a loan through the courtesy of the War and Navy departments.

The most notable additions by purchase have been works of a local character and by local authors: Dawson's "Birds of Washington," Snowden's "History of Washington," and Curtis's "The North American Indian".

Periodical sets are being completed as opportunity offers and this year effort has been made to complete sets of the most needed technological and engineering magazines.

A beginning has been made in systematizing and simplifying methods in the order department. More attention can be given to this organizing work as soon as the new branch libraries are stocked.

Miss Helen B. Gracie was appointed head of the combined order and accession departments and began her work June 7.

Binding

The library bindery turned out 10,468 volumes of new binding during the year, in addition to considerable miscellaneous and repair work and the gilding of class numbers on 19,625 volumes. A complete statement of all work done in the bindery, with its estimated value, is given on page 36.

The actual amount spent during the year for salaries and binding material was \$6,972.05. This is 34 per cent. below the estimated value, which was based on prices quoted by outside binders for a similar grade of work. The costs for rebinding fiction in imperial morocco cloth and binding periodicals in half morocco have been reduced much below the figures shown last year. Further reduction in the cost of binding periodicals is expected in 1910 on account of the change made in binding materials.

As suggested in the last report, we are substituting government document cloth and duck bindings on many periodicals, 101 titles having been changed from morocco to document cloth and 70 titles from American russia to duck. Besides the actual money saving, the volumes bound in these textile fabrics (chiefly the magazines less used), will wear longer than if bound in leather. The new duck volumes, with leather labels to match the leather of the old set, as well as those bound in document cloth, present a much better appearance than anticipated. A number of periodicals have been left in the morocco and it is planned to change a few to English pigskin, partly as an experiment.

Catalogue Department

The records of the catalogue department show that 4,911 new titles were catalogued during the year in addition to catalogue entries made for about 9,000 books which either duplicate or replace

books already catalogued. 20,086 cards were added to the catalogues at the central library and 24,836 to the catalogues at the branches, a total of 44,922. Of these, 39,487 were printed cards purchased from the Library of Congress, while the remaining 5,435 were typewritten in this library. In addition to the above, 46,700 cards were filed in the depository catalogue of the Library of Congress, making the grand total of cards filed in all catalogues 91,622. Printed cards have been received for the publications of the following government offices: Farmers' bulletins, Geological Survey, Census Bureau, Labor Bureau, Standards Bureau, Statistics Bureau, Hygienic Laboratory, Ethnology Bureau, Smithsonian Institution, National Museum and Experiment stations. These will be placed in the public catalogues at an early date in order to make the valuable material in these publications more available to the public.

During the year the Fremont and Ballard catalogues were brought to the central library and carefully revised.

The depository card catalogue of the Library of Congress was removed from the periodical room on the top floor and placed in the small room between the circulation department and the cataloguing room. This catalogue was also re-arranged and expanded and in its new location saves considerable time for the cataloguers.

New catalogue cases, finished to match the woodwork of the room, were purchased for the public catalogue in the circulation department. The trays in this new catalogue and also in the catalogue in the reference room have been neatly numbered in black in order to facilitate their return to the proper compartments.

Miss Minnie M. Oakley was appointed head of the catalogue department and began her duties April 1.

Registration and Circulation

During the year 1909 the number of borrowers registered, including adult and juvenile, at the central library and branches was 20,516. The number of borrowers to whom cards were issued in 1908 was 17,241, making a total of 37,757 cards in force January 1, 1910, a gain of 1,287 over the preceding year.

The total circulation from all departments of the library during 1909 was 579,706; of which 66 per cent. was fiction. This total shows an increase of 24,332 over the circulation for

1908. The comparatively small increase may perhaps be accounted for partly by the diminished interest in books and reading because of the Alaska-Yukon-Pacific exposition and partly by the condition of the approaches to the central library. The circulation for 1909 is given in detail by subjects, by months, and by departments and branches in Appendix B of this report. Table 5 in Appendix B gives the circulation for each month since the library opened, December, 1891, together with the yearly totals.

The following brief book lists, to be used as bookmarks and call slips, were compiled during the year: Camping, Cheerful Books, Concrete and Concrete Construction, Gas Engines, Immigration, Japan, Kitchen Garden, Railroad Stories, Tariff, Travel in Europe, Tuberculosis, and Turkey and Constantinople. These lists have proved very popular. They are an effective advertisement of the books which the library contains on these subjects and an indirect means of influencing the choice of books. They will be followed by similar lists during the coming year.

Preparations have been completed for installing the Newark charging system in place of the Browne, a method better adapted to the size and present requirements of the work. Beginning January 1, 1910, applicants and re-registered borrowers will be registered according to the Newark method. As library memberships expire in two years, within this time the Newark method will have replaced the Browne. In the meantime, borrowers presenting Browne cards will have their books charged as heretofore, while borrowers presenting Newark cards will have their books charged by that method. The book-slips, with the manila pockets and borrowers' cards of the Browne method, and the book-slips on which are written the borrowers' card numbers of the Newark method, will be filed together in class order under the date due. Books will be discharged by the Browne and Newark methods respectively.

Making the change in charging system by a gradual transition from the Browne to the Newark presents a very serious drawback in the confusion which may arise from using two charging methods at once. This difficulty is frankly admitted. On the other hand, it will enable the assistants gradually to become familiar with the new routine and will mean changing the system without any great waste of supplies or additional expense. With the pressure of work in this library, even with extra help, it would be almost impossible to change all the readers' cards at once.

Miss Jane E. Gardner, superintendent of circulation, resigned her position August 1 and Miss Charlotte Elizabeth Wallace was appointed as her successor. Miss Ethel R. Sawyer began work as first assistant in the department on October 11. The position of guard and library collecter was created November 9, supplying help very much needed in maintaining order in the corridors of the library, and in recovering delinquent books.

Children's Department

The total circulation of children's books from the central library and from branches and schools during the year was 211,743, or 36 per cent. of the total circulation. Of this total, 90,732 volumes were circulated from the children's room at the central library.

The total registrations and re-registrations in the children's room at the central library were 2,174, as compared to 2,067 registrations in 1908. Since cards are issued for two years, the number of borrowers' cards in force in the children's room on January 1, 1910, was 4,241.

The evening opening of the central children's room proved a decided success and it is significant that the circulation for the evening corresponds with the gain for the year. Efforts were made to advertise the evening opening among the working boys by means of signs placed in department stores, factories, newspaper offices, and other places. A short talk was given to the members of the Newsboys' Union and a sign posted in their lodge room. The result has been an increase in the number of boy patrons in the evening and a most successful boys' reading circle, which has held 29 meetings with a total attendance of 996.

Another successful means of advertising children's books and the children's department has been through story-telling. Stories have been told in the library and in schools, parks, and playgrounds to 7,661 people. In schools and playgrounds the stories have been told to attract the children to the library; in the library, stories have been told in direct relation to the books and the children's attention has been further drawn to the books by means of bulletins and the use of a reflectoscope, which throws on a screen enlargements of the book illustrations.

Beginning in November, a cycle of King Arthur stories were told to the older boys and girls with a resulting circulation of King Arthur books during November and December of 408.

At the request of the Superintendent of Schools, the head of the children's department gave a weekly talk on story-telling at the educational building during the Alaska-Yukon-Pacific exposition.

A story-telling club was organized early in the year for the purpose of discussing the essentials of a good story, what stories to tell and how to tell them, and the encouragement of the art of story-telling, and also to serve as a medium of exchange of stories and experiences in the use of stories. The meetings were large and enthusiastic and it is regretted that their continuance was impossible through lack of time on the part of the leaders. It is hoped that they may be resumed during 1910.

One of the most successful undertakings during the year was the circulation of books in the Collins playground, corner of Fourteenth Avenue and Main Street. The Park Board gave the use of a room in the shelter house and provided shelves and equipment. Much of the success of the work was due to the hearty support given by Mr. Howard Stine, superintendent of playgrounds. The total circulation of books was 1,734. As a rule in playground work, the children are so impressed with getting something for nothing that they take two books every day the library is open and return them the next day, whether they have read them or not, but at the Collins playground the books in many cases were held the full limit of two weeks and we believe they were really read. In order that the care of the books might not interfere with the children's play, a checking system was devised by means of which they might leave their books in charge of the librarian until they were ready to go home. This not only allowed the children freedom in play but obviated the possibility of loss of books through their being left on the benches and swings.

The appearance of the central children's room has been somewhat improved by framing and hanging a large print of the Sistine Madonna and two of the Curtis Indian pictures. An American flag, given to the children's room by the Ladies of the G. A. R., has been much appreciated.

An exhibit of books suitable for children's Christmas gifts was held again this year and was more largely attended than last

year. Lists of the books giving the author, title, publisher, and price were printed for free distribution and proved very popular. One of the school principals asked for several hundred of these lists, which he gave to pupils to take home to their parents.

Reference Department

The use of the reference department continues to increase and probably has more than doubled in the last two years.

A reference list of "Books about birds" and a list of "Books of interest to Sunday-school workers" were compiled and printed during the year. Besides these, a "Subject list of Catholic books in the Seattle Public Library" was compiled and published in January by the Seattle Council of the Knights of Columbus. It is planned to continue the publication of these lists on special subjects or on topics of current interest and hereafter they will be issued in uniform size and in a numbered series and may be obtained free of charge at the central library or one of the branch libraries.

Fine Arts Room

During 1909 the art department shared in the general growth of the library, the attendance showing an increase of 39 per cent. and the circulation an increase of 30 per cent.

The reference work in this department during the year was greatly influenced by the Alaska-Yukon-Pacific exposition. Architects and decorators worked here constantly and schools made enthusiastic use of the library's resources in preparing posters, stencils, metal work, etc., for their exhibits in the educational building. Art study classes arranged their programs with reference to the fine arts exhibit and used the library's books and picture material to good advantage.

In addition to this work with Exposition subjects, much general reading was done on all art lines. This increase in serious reading and research in art and music is particularly gratifying since a fair share of it seems to have been awakened in this department.

Books on music, the scores especially, are in great demand, the music circulation being 3,123 out of a total of 8,391.

Periodical circulation from the art department was 794, more than double that of last year.

New books to the number of 244, of which 21 were donated, were added to the department. The increased allowance for the purchase of books in this department during 1910 will help greatly in increasing its usefulness.

Special lists were prepared during the year for study clubs, exhibitions, and the press on architecture, bungalows, engravers and engraving, metal work, music, Oriental rugs, and painters and paintings. Of one of these lists, that on engravers and engraving, five hundred copies were printed for distribution during the Black and White exhibition held in the art gallery in April. The books in this list were placed on special shelves and the library's engravings were also exhibited.

An exhibition of books and illustrative material on historic and applied design was also held during the year.

The bulletin board in the fine arts reading room is kept supplied with newspaper clippings and pictures relating to music and art topics. The managements of the Seattle Symphony Orchestra and the Ladies' Musical Club send to the library copies of their programs and portraits of soloists in advance of each concert. Notices of art exhibitions are supplied by the different artists and associations.

The total attendance in this department during the year was 24,210. The circulation of books and periodicals was 8,391 and the circulation of pictures, 1,988.

Periodical Department

The attendance in all rooms of this department during 1909 greatly exceeded the attendance in 1908, which was estimated at 400,000 readers. The reference work on debate subjects was especially heavy. For this school debate work the list of periodical references on about fifty subjects, compiled in this department, has been used as a foundation. Copies of the list have been supplied to the high schools. Much time has also been given to the teachers of rhetoric in the high schools, aiding their efforts to put more life into the teaching of English by using articles in recent periodical literature.

A "current topics" table, placed near the entrance to the periodical room, is kept supplied with files of periodicals on some present-day subject. This plan seems to be successful. During the Alaska-Yukon-Pacific exposition, the table was filled with magazine

GREEN LAKE BRANCH

articles on Alaska and the Pacific Northwest. Other subjects covered were polar explorations and the Ballinger-Pinchot controversy.

In June the circulating magazines were transferred from the circulation department to the periodical department.

In the periodical room, the equipment of tables and chairs was made uniform and wall shelving and a new charging desk installed. These changes have improved the appearance of the room and facilitated the work of the department.

The small room adjoining the men's newspaper room was fitted with cupboards for back files of newspapers and equipped as a women's newspaper room. Both these rooms were supplied with battleship linoleum floor covering and uniform chairs. The attendance in both rooms during the year was approximately 240,000.

One hundred and ninety-one different newspapers were regularly received (including duplicate copies, 217) and 440 different periodicals were on file (including duplicates, 774). The circulation of periodicals numbered 12,559, an increase of 1,278 over the previous year. Eight hundred and seventy-three volumes of periodicals and 134 volumes of newspapers were prepared for binding.

Branch Libraries

The total circulation from the branch libraries during 1909 was 154,223, a gain of 14,406 over the previous year. The circulation from the branch libraries also was affected by the Alaska-Yukon-Pacific exposition, especially at the University branch where there was a decrease of 10 per cent.

Work on the three new branch library buildings (at Green Lake, University, and West Seattle), for which the contracts were let in May, 1909, proceeded less rapidly than was hoped, but at the present writing it appears that they will be ready to open in May, 1910.

The selection of books for the new West Seattle branch was begun during the summer with the cooperation of several members of the staff. About 5,000 books were selected for the collection and at the same time orders were placed for a sufficient number of books to increase the collections at the Green Lake and University branches to about 5,000 volumes each. The books for all three of these branches will be ready as soon as the buildings are completed. The furniture and shelving are also in readiness.

The growth and use of the five branch libraries now in operation can best be shown in the following table.

Statistics of branch libraries for 1909:

	Number volumes Jan. 1, 1910	Net increase in volumes in 1909	Circulation	Percentage of in- crease or decrease in circulation
Ballard	5,780	721	58,832	9
Columbia	1,484	1,484	11,393	100
Fremont	4,185	-366	25,587	-7
Green Lake	3,824	786	28,700	14
University	4,400	1,096	29,711	-10
Totals	19,673	4,453	154,223	10

The Ballard branch now contains 5,780 volumes, an increase of 721 during the year. The circulation reached a total of 58,832, which was almost evenly divided between adult and juvenile. This is an increase of 9 per cent. over the circulation in 1908. The repairs made to the Ballard building during the year, including installing a new hot water heating plant, laying floor covering, erecting new shelving, and grading and seeding the grounds around the building, have been greatly appreciated by residents of the district.

The new Columbia branch was opened June 22 in the old Columbia City Hall, which had been repaired and fitted up to meet the needs of a branch library, the use of the building having been given by the Board of Public Works with no charge for rent. The location is very convenient, being on Rainier Boulevard in the center of the business district of Columbia. The room is large, well-lighted, and cheerful, and will make an attractive and satisfactory center for library work in that section for the next three or four years. The book collection now contains 1,484 volumes and from the time of opening to the close of the year (six months), the circulation reached a total of 11,393.

The Fremont branch now contains 4,185 books, a gain of 366 over last year. The circulation was 25,587. The change recommended in the last report, the erection of a shorter flight of steps giving entrance to the room from Blewett Street, has at last been accomplished.

The Green Lake branch contained, on January 1st, 3,824 volumes, of which 786 were added since the last report. The circulation was 28,700. The crowded condition of the room at this branch and the difficulty of reaching the building because of the regrading of the new boulevard have made the growth in circulation

very gratifying. The opening of the new building with a larger supply of books will make Green Lake one of the important centers for book distribution.

The University branch contains 4,400 volumes, 1,096 having been added during the year. The circulation shows a total of 29,711, a decrease of 10 per cent., due largely to the proximity of the Alaska-Yukon-Pacific exposition to the district which this branch serves.

Deposit Stations

Twenty traveling libraries were sent to the fire stations during the year. These contained 280 books and had a circulation of 985. Two hundred and twenty-three volumes were also sent to the Jewish Settlement House and these volumes had a circulation of 1.522. The total circulation for the year from all deposit stations was 2,769. Heretofore, most of the books needed for the deposit stations have been borrowed from the circulation department, which can ill afford to spare its books in quantity for such outside work. The distribution of the library appropriation for 1910 provides a special allowance of \$2,000 for the purchase of books for deposit stations and this will enable the library to make a substantial beginning in this work during the coming year. In a city whose population is so widely scattered, there is urgent need to take advantage of every available agency that will bring books to the people in remote districts and extraordinary results are anticipated from the deposit stations when they can be properly started.

Work with Schools

The library's relations to the schools through the sending of small libraries into the class rooms were quite fully explained in last year's report. The number of volumes in the school collection has been increased by 542 and the collection now contains 14,932 books. Four hundred and fifty-six class room libraries were sent out. These were sent not only to the public schools, but also to the Parental School on Mercer Island, Seattle College, Holy Names Academy, St. Rose's Academy, and St. Rose's Parochial School. There was an increase of 2,601 in the circulation as compared with last year, making the total for 1909, 45,122.

The number of books in this collection is still entirely inadequate to the needs of the work with schools and more direct personal attention is also necessary. We hope to improve the service in both these respects during the coming year by adding more books and by appointing an assistant to devote her entire time to work with schools.

The Future

The future needs of the library are in general the same as briefly outlined in last year's report: more books, especially for the schools collection, additional branch libraries, and the enlargement of the central building. The new work that it will be possible to undertake during 1910 will include the opening of the three new branch libraries at Green Lake, University, and West Seattle; a beginning in deposit station work with the \$2,000 which has been set aside from the book fund for a stations collection; and the appointment of a regular trained assistant to devote her entire time to work with schools.

We are anxious to try the experiment of building one or two small branch libraries, one-room fireproof buildings costing about \$8,000 each, placing them on lots sufficiently large for full-sized branches (at least 150 feet frontage and 120 feet in depth) and locating the buildings on the lots in such a manner as to permit of enlargement at any time into full-sized branches, similar to those now under construction. Such a building could be erected at about onequarter of the cost of each of the three new branches and the maintenance cost would also be considerably less. This plan, if successful, would enable the library to extend its book service almost immediately and at comparatively small cost to all sections of the community, an important consideration in a city whose population is so widely scattered. These small branch buildings could then be ensized branches as the use of them demonstrated the need for larger for larger quarters. Such buildings could be used immediately to great advantage in the following thirteen places, the locations given being approximate: Interbay, Queen Anne hill, Fremont, Ravenna, Denny Park, North Broadway, East Madison, East Yesler Way, Columbia, Rainier Beach, South Park, Georgetown, and Youngstown. Sites for these branches could be purchased for approximately \$170,000. Small buildings, such as suggested above, could be

erected for about \$100,000. The first stock of books, furniture, and equipment would cost perhaps \$5,000 for each branch, or \$65,000 for the thirteen branches. These items make the estimated cost of sites, buildings, and equipment \$335,000. It is estimated that the annual cost of maintenance for each building would be \$3,000 or \$40,000 for the thirteen branches.

It is hoped that some provision may be made during the coming year, either by donation or otherwise, for a beginning on this work.

Respectfully submitted

JUDSON T. JENNINGS
Librarian

Appendix A Library Staff, December, 1909

EXECUTIVE DEPARTMENT
Librarian Judson T. Jennings
Auditor Jeanne A. Bowman
Librarian's Secretary Effic Louise Chapman
ORDER DEPARTMENT
Chief Helen B. Gracie
Assistant Mrs. Minna P. Reese
Assistant Gertrude H. Crocker
Assistant E. FAY Woolsey*
Page Mabel Bugher
CATALOGUE DEPARTMENT
Chief Minnie M. Oakley
Assistant Cataloguer Mrs. Jessie M. Boyd
Assistant Cataloguer Helen Gillette
Assistant Cataloguer Agnes Hansen
Card Filer HARRIET C. ALLISON
Typist
PageIMA BUGHER
CIRCULATION DEPARTMENT
Superintendent of Circulation CHARLOTTE ELIZABETH WALLACE
First Assistant ETHEL R. SAWYER
Second Assistant Mrs. Margaret Meyenbauer
AssistantJOANNA HISLOP
Assistant Evelyn A. Hobbs
Assistant Blanche H. Josselyn
Assistant Hugo P. Kuhnke
Assistant. Mrs. D. Z. McClelland
Assistant FANNIE E. REYNOLDS
Assistant Mary Roe
Assistant Laura F. Woodbridge Telephone Clerk MARGARET A. McEwan
Watchman and Collector HARRY W. Steeves
Head Page
Page George Bush*
Page
Page Frank McLaughlin
Page Charles Pohle
Page Oscar Rentzsch
Page Ernest Sultan*
CHILDREN'S DEPARTMENT
Chief Gertrude Andrus
Assistant Addie J. Phinney
Assistant Llewellyn Roberts
Assistant Elizabeth N. Robinson
Assistant Helen Shelton*
Mender Bernice Duckering*
Page Kenhelm Stott
ART DEPARTMENT
Chief KATHARINE McMicken
Reference Attendant Olive E. Bettinger* Reference Attendant Annie H. Calhoun
Reference Attendant
Reference AttenduntJOHN W. LANE

^{*}Part time.

REFERENCE DEPARTMENT
Chief
Reference Attendant Cornelia S. Barnes
Reference Attendant Mrs. Gertrude F. Hess
Reference Attendant
Page ALERED D. CAMERON*
Page Russell Hanlon
PERIODICAL DEPARTMENT
Chief KATHERINE B. JUDSON
Reference Attendant GLENN ORVILLE FAIRBURN*
Reference AttendantJoseph B. Harrison*
Reference Attendant
Custodian of Newspapers
Sunday Custodian J. W. Twiss*
Page Gustave Henke
BRANCH DEPARTMENT
Superintendent Josephine G. Taber
Assistant Charlotte S. Best
Assistant Margaret D. Hargrave
Messenger Ira Tozer BALLARD BRANCH
BALLARD BRANCH
Librarian Dorothy Hurlbert Children's Librarian Louretta C, Cole
Page CLARENCE LINDSTROM*
Cleaner Mrs. Edith Stranne
COLUMBIA BRANCH
Librarian FANNIE L. DUDGEON
Cleaner Mrs. Susan Hinchey*
EDEMONT DRANCH
FREMONT BRANCH
FREMONT BRANCH LibrarianEmma K. McCullough
FREMONT BRANCH Librarian Emma K. McCullough Cleaner Mrs. E. Johnson*
FREMONT BRANCH Librarian Emma K. McCullough Cleaner Mrs. E. Johnson* GREEN LAKE BRANCH
FREMONT BRANCH Librarian

^{*}Part time.

Appendix B—Table 1
Total circulation by months

	Central	Ballard	Columbia	Fremont	Green Lake University Branch Branch	University	Schools	Play- grounds	Deposit Stations	Total
	1 2	2,87		9000	2 527	0000	2.240		201	51.374
January	33,213	2,040		06717	1-01-	2460	000		277	40.160
February	34,060	5,373	:	2,282	2,670	2,709	1,730	•	117	49,109
March	36,864	5,985	:	2,516	906'2	2,878	6,469	:	303	57,921
April	32,322	4,736	•	2,141	2,374	2,610	4,367	:	78	48,628
May	29,461	4,263		1,783	2,024	2,480	1,542		200	41,753
June	26,849	3,805	513	2,025	2,000	2,170	168,6		447	47,200
July	28,200	3,763	2,017	1,960	2,047	2,387	:	:	45	40,419
August	27,016	3,588	1,836	2,019	2,190	2,299		1,409	58	40,415
September	24,989	3,839	1,371	1,644	1,851	1,929	:	325	439	36,387
October	31,153	5,119	1,676	2,095	2,487	2,120	2,986	:	440	53,076
November	36,505	6,442	2,100	2,487	2,994	2,672	3,627	,	87	56,914
Decemper	33,224	6,073	1,880	2,339	2,630	2,457	7,653	:	194	56,450
Total	375,858	58,832	11,393	25,587	28,700	29,711	45,122	1,734	2,769	579,706

Appendix B—Table 2
Total circulation by classes

Percent- ages	.56	1.08	19.1	69.1	2.19	81.	1.87	2.43	2.70	00.9	7.15	3.06	66.05	00.	.35	3.08	100.00
Total	3,228	6,258	9 324	9,77.5	12,684	1,060	10,857	14,070	15,671	34,755	41,476	17 768	382,898	28	2,028	17,826	902,629
Deposit Stations		17	32	53	911		49	30	56	58	235	141	2,012	:	:		2,769
Play- grounds	17		70	00	163		59	17	40	81	. 75	28	1,206	:			I,734
Schools	132	53	1,358	373	1,575	52	1,821	215	456	1,878	5,797	2,647	28,765		:		45,122
University Branch	569	180	292	340	739	12	414	328	496	1,422	1,882	737	21,491	:	:	1,139	29,711
Green Lake Branch	216	71	279	240	1,095	37	365	436	504	1,133	2,036	619	20,271		:	1,398	28,700
Fremont	151	51	287	173	951	45	297	430	. 434	1,059	1,734	603	18,944	• • • • • • • • • • • • • • • • • • • •	:	428	25,587
Columbia Branch	89	27	112	205	944	H	. 65I	197	350	387	773	294	7,956	:	:	24	11,393
Ballard Branch	306	137	879	748	1,529	143	1,087	1,262	1,023	2,683	4,023	1,244	41,952	•		1,816	58,832
Central	2,069	5,722	6,045	7,635	5,740	770	6,636	160,11	12,342	26,054	24,921	11,455	240,301	28	2,028	13,021	375,858
CLASS	General works	Philosophy	Religion	Sociology	Fairy tales	Philology	Natural science	Useful arts	Fine arts	Literature fiction)	History and travel	Biography	Fiction	Books for blind	Pictures	Periodicals	Total

Appendix B—Table 3 Adult circulation by classes

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont	Green Lake University Branch Branch	University Branch	Deposit Stations	Total	Percent- ages
Jeneral Works	186	21	н	H	4			213	90.
Philosophy	5,641	86	56	45	63	191	17	6,057	1.65
Religion	4,608	229	91	82	63	118	32	5,148	1.40
Sociology	6,339	365	75	96	133	241	53	7,302	1.98
Fairy tales		:		:	:		911	911	.03
Philology	433	8	I	2	3	IO	:	457	.12
Natural science	4,476	330	34	49	87	217	49	5,242	1.42
Useful arts	6,064	657	148	191	202	173	30	10,435	2.84
Fine arts.	9,439	380	611	96	162	281	56	10,497	2.85
Literature (except fiction)	22,370	1,342	981.	540	628	983	58	26,107	7.10
History and travel	15,664	1,503	244	654	739	998	235	19,905	5.41
Biography	8,713	493	16	329	621	376	141	10,328	2.81
Fiction	183,578	22,164	3,825	10,743	10,728	13,686	2,012	246,736	67.05
Books for blind	28	:	:	:	:	:	•	28	10.
Pictures	2,028	:	:	:	:	:	:	2,028	.55
Periodicals	12,559	1,816	24	428	1,398	1,139		17,364	4.72
Total	285,126	29,406	4,796	13,220	14,389	18,257	2,769	367,963	100 00

Appendix B—Table 4
Juvenile circulation by classes

CLASS	Central Library	Ballard Branch	Columbia Branch	Fremont Branch	Green Lake University Branch Branch	University Branch	Schools	Play- grounds	Total	Percent- ages
General works.	1,883	285	29	150	212	269	132	17	3,015	1.42
Philosophy	18	39	н	9	∞	13	53	:	201	01.
Religion	1,437	650	96	205	216	144	1,358	70	4,176	1.97
Sociology	1,296	383	130	. 77	LOI	66	373	00	2,473	1.17
Fairy tales	5,740	1,529	922	95 I	1,095	.739	1,575	163	12,568	5.94
Philology	337	135	:	43	34	7	52	:	603	.28
Natural science	2,160	757	125	248	278	197	1,821	29	5,615	2.65
Useful arts	2,027	605	113	269	234	155	215	71	3,635	1.72
Fine arts	2,903	643	231	344	342	215	. 456	40	5,174	2.44
Literature (except fiction)	3,684	1,341	201	519	505	439	1,878	81	8,648	4.08
History and travel	9,257	2,520	529	1,080	1,297	910'1	5,797	75	21,571	10.19
Biography	2,742	751	761	274	440	361	2,647	28	7,440	3.51
Fiction picture books)	56,723	. 882,61	4,131	8,201	9,543	7,805	28,765	1,206	136,162	64.31
Periodicals	462			` • • •				:	462	.22
Total	90,732	29,426	6,597	12,367	14,311	11,454	45,122	1,734	211,743	100,00

Comparative circulation by months and years since opening of library Appendix B—Table 5

Totals	2,654	68,622	000'86	144,199	77,240	93,276	109,431	109,414	137,941	154,045	119,213	164,187	214,004	258,924	234,503	302,203	454,735	555,374	579,706
Play- grounds		:	:	:	:	:	:		:	:		:							1,734
Deposit Stations		:			:	:		:			:			:		:	829	3,211	2,769
Schools		:			:						436 *	2,520 †	19,796	41,859	33,381	45,337	45,588	42,521	45,122
Dec.	2,654	6,576	11,127	12,954	4,071	9,571	9,553	9,044	11,670	15,102	12,042	13,973	16,995	17,528	20,196	14,366	39,918	43,940	48,603
Nov.		6,226	9,798	13,074	4,284	8,612	9,561	11,610	11,414	15,039	12,992	15,092	17,706	18,879	19,316 c	24,267	44,426	45,789	53,200
Oct.		6,142	8,772	12,569	6,581	190,6	8,775	10,908	11,435	14,174	12,477	14,346	17,850	18,126	17,906 6	23,887	40,795	47,284	44,650
Sept.		5,736	8,220	11,315	4,529	8,137	8,404	9,314	11,146	11,968	10,622	12,497	15,415	15,871	15,919	20,148	31,655	37,216	35,623
Aug.		960'9	8,154	12,500	4,827	6,049	8,330	19866	11,575	12,185	11,473	12,067	14,751	18,259	16,079	20,126	33,227	38,465	38,948
July		5,246	7,317	11,196	5,331	8,292	8,568	8,286	10,970	11,227	10,783	12,769	14,732	17,668	16,223	19,763	28,110	37,219	40,374
June		5,297	7,162	8,631	5,849	8,900	8,609	7,662	11,373	11,677	10,631	12,205	14,371	161,71	16,042	20,709	27,263 e	38,296	37,362.8
May		5,631	7,154	11,883	6,551	8,392	8,320	7,270	11,810	11,320	10,679	13,448	14,983	16,417	16,385	22,421	31,088	37,473	40,011
April		6.073	7,873	12,193	7,350	8.043	9,264	8,379	11,971	11,560	10,755	13,729	16,715	17,834	15,246	20,372		42,610	44,183
March		6.080	8,325	13,514	3,874	7,202	10,670	8,895	13,275	13,851	10,552	15,146	17,330	21,057	10,702	24.860 d	35,740	47.759	51,149
Feb.		5.264	7.189	12,080	12,238	3,965	9,308	8,929	12,453	12,803	5,771	13,265	16,846 a	19,346	18,498	22,236	31.949	46.008	47,154
Jan.		4.954	606.9	12.290	13,594	4.052	10.069	9.266	8.849	13,139		13.130	16.513	18,889	18.610	23.710	29.848	47.583	48,824
Year	1001	1809	1893	1894	1895	1896	1897	1898	1899	1900	1901	1902	1903	1904	1905	1906	1907	1908	1909

c South Branch opened, Nov. 27. g Columbia Branch opened, June 22. * From Sept.-Dec. † From Jan.-June. a Fremont Branch opened, Feb. 7. b Green Lake Branch opened, Oct. 9. d University Branch opened, March 8. e South Branch closed, June 22. f Ballard Branch opened, July 16. g Columb

Appendix C—Table 1 Financial Statement

i manelar k	raccinen		
Available library fund balance in city treasury January 1, 1909	7,029.41		
December, 1908, bills payable in January, 1909, from above balance	6,648.08		
Balance for 1909		\$ 381.33	
RECEI	PTS		
Library collections	4,828.00		
Licenses, fines, and fees	41,714.55		
Taxes	86,856.36		
-	122 200 01		
81 (1 . C 1 1	133,398.91		
Sale of earth at Green Lake	600.00		
Loan from general fund for completion	25 000 00		
of approaches to central library	25,000.00		
Revenue from Yesler triangle property	2,603.75		
From Andrew Carnegie on account of	72 128 00		
branch libraries	72,128.00		
Total receipts for year 1909		233,730.66	
Total available fund for 1909 expenses			\$234,111.99
EVDENDI	TUDES		
EXPENDI	TURES.		
Central library:			
Central library: Library staff payroll	37,268.53		
Central library: Library staff payroll	3 37,268.53 6,927.97		
Central library: Library staff payroll	37,268.53 6,927.97 1,588.30		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56 49,260.96		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56 49,260.96 5 7,692.40 220.73		
Central library: Library staff payroll	3 37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56 49,260.96 5 7,692.40 220.73 289.35		
Central library: Library staff payroll	37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56 49,260.96 7,692.40 220.73 289.35 90.05		
Central library: Library staff payroll	37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56 49,260.96 57,692.40 220.73 289.35 90.05 80.00		
Central library: Library staff payroll	37,268.53 6,927.97 1,588.30 1,845.00 168.85 251.62 80.00 952.13 178.56 49,260.96 57,692.40 220.73 289.35 90.05 80.00 840.00		

10,667.42

Financial Statement -- Continued

827.17

Gen	eral	and	${\bf undivided}$	expenses:
Building	supp	olies		\$

Furniture, fixtures, and fittings	3,171.28	
Stationery, printing, and office supplies	2,915.44	
Book and maps	14,205.69	
Periodicals and newspapers	3,957.49	
Bindery payroll	5,988.00	
Bindery supplies	984.05	
Refund of loan from general fund for		
extending evening opening to 10 p. m	1,700.00	
Increase in allowance for petty library		
expenditures	100.00	
_		
	33.849.12	
Total maintenance		\$ 93,777.50
		\$ 93,777.50
Central building and grounds:		\$ 93,777.50
Central building and grounds: Madison street paving assessment	3,051.51	\$ 93,777.50
Central building and grounds: Madison street paving assessment\$ Approaches	3,051.51 19,136.73	\$ 93,777.50
Central building and grounds: Madison street paving assessment\$ Approaches Elevators	3,051.51 19,136.73 405.33	\$ 93,777.50
Central building and grounds: Madison street paving assessment\$ Approaches Elevators Wiring	3,051.51 19,136.73 405.33 37.64	\$ 93,777.50
Central building and grounds: Madison street paving assessment\$ Approaches Elevators Wiring Improving grounds	3,051.51 19,136.73 405.33 37.64 1,698.05	\$ 93,777.50
Central building and grounds: Madison street paving assessment\$ Approaches Elevators Wiring	3,051.51 19,136.73 405.33 37.64	\$ 93,777.50
Central building and grounds: Madison street paving assessment\$ Approaches Elevators Wiring Improving grounds	3,051.51 19,136.73 405.33 37.64 1,698.05	\$ 93,777.50

Ballard\$	557.34
Green Lake	27,318.23
University	26,687.81
West Seattle	26,986.74
Yesler Triangle	219.58

81,769,70 Total buildings and grounds.....

Balance in fund January 1, 1910.....

\$106,795.34 \$200,572.84

\$ 33,539.15

Appendix C—Table 2 Library Collections

The library collections and the disposition made of them are shown in the following recapitulation from the library cash book:

Cash Dr.

To balance on hand January 1, 1909	\$552.32 17.45	\$ 34.38 91.86 5.26		
Lost books paid for		249.03		
Temporary deposits		211.96		
Five-dollar deposits		665.00		
Non-resident membership fees		6.00		
Fines for overdue books		3,788.17		
Gold extracted from rubber used in bindery		4.25		
Time register		40.00		
Old chairs, couch, and linoleum		66.50		
Old newspapers		12.50		
Refund on prepaid book orders		1.05		
Refund of freight charges		2.60		
Cash Cr.				
By refunds for lost books returned			\$	71.09
Refund of fines				.96
Temporary deposits refunded				208.80
Five-dollar deposits refunded.				595.00
Deposited with city treasurer for library fund			4	,828.00
Balance on hand December 31, 1909				49.23
Total		\$5,753.08	\$5	,753.08

Original cost and present valuation of library grounds and buildings Appendix C—Table 3

			,			,	
	Central Library	Ballard Branch	Green Lake Branch	University Branch	West Seattle Branch	Yesler Triangle	Total
GROUNDS							00 00 100 100
Original cost of site.	\$100,000.00	\$2,100.00	\$1,000.00 a	Donated	Donated \$40.97	Donated	\$103,100.00
Taxes and improvement assessments	31,559.86	26.91	846.74		\$49.37		52,482.88
Grading and parking	5,642.79	418.44	8.99	\$226.65	480.54	\$219.58	6,996.99
Total expenditures for grounds	\$137,202.65	\$2,545.35	\$1,855.73	\$226.65	\$529.91	\$219.58	\$142,579.87
Present valuation of grounds	450,000.00	10,000.00	7,000.00	8,000.00	8,000.00	00,000,09	543,000.00
BUILDINGS							
Cost of building	\$248,267.98	\$15,000.00 6	\$26,963.15 c	\$26,963.81 c	\$26,960.48 c		\$344,155.42
Heating, ventilating, and plumbing	. 20,730.45						20,730.45
Pneumatic tubes	2,325.00						2,325.00
Book stacks	18,762.25						18,762.25
Elevators and booklifts	5,683.82						5,683.82
Wiring and fixtures	7,882.19						7,882.19
Approaches	27,294.17	138.90					27,433.07
Total expenditures for buildings	\$330,945.86	\$15,138.90	\$26,963.15	\$26,963.81	\$26,960.48		\$426,972.20
Total expenditures for grounds and buildings	\$468,148.51	\$17,684.25	\$28,818.88	\$27,190.46	\$27,490.39	\$219.58	\$569,552.07
Present valuation of grounds and buildings	780,945.86	25,138.90	33,963,15	34,963.81	34,960.48	60,000.00	969,972.20

a The Green Lake site was donated, but \$1,000.00 was paid by the library for additional ground.
b Includes heating, ventilating, plumbing, book stacks, wiring, and fixtures.
c Includes payments to January 1, 1910, on contracts for new building under construction, including heating, ventilating, plumbing, wiring, booklifts, and approaches.

Appendix D Bindery

Volumes bound and rebound

CLASS	MATERIAL	Number and Size						VALUE
		F	Q	0	12mo	16то	TOTAL	
Fiction	Full imperial cloth	11	33	830	5062	567	6503	\$5220.50
Fiction	Full libiry buckram			6	67	3	76	57.15
Non-fiction	Half Am. russia	26	137	1100	1059	147	2469	2163.90
Non-fiction	Half canvas	6		8			14	9.70
Non-fiction	Full art canvas	3		16			19	14.55
Non-fiction	Half vellum cloth	2	30	119	20	28	199	49.05
Periodicals	Half morocco	25	120	367			512	759.40
Periodicals	Half Am. russia	176	90	- 48	I		315	453.60
Periodicals	Half vellum cloth	II	4	6			21	6.55
Periodicals	Full vellum cloth		3	38			41	12,45
Periodicals	Half duck	4					4	3.00
Gov. doc	Full binder's cloth	4	7	9			20	10.75
Newspapers.	Half duck	134					134	268.00
Misc	Rebound in old case		16	71	42	9	141	70.50
		405	440	2618	6251	754	10468	\$9099.10

Other work

	Number	RATE	VALUE
Magazine covers	607	.50	\$303.50
Volumes lettered	19625	.05	981.25
Volumes lettered	658	.03	19.74
Volumes mended	1192	.10	119.20
Maps mounted	31	.50	15.50
Shelf list cases	48	.10	4.80
Check-books	37	.IO	3.70
Manila pockets	550	.02	11.00
Manila envelopes	200	.025	5.00
Desk blotters	12	.50	6.00
Portfolios, 3 @ 25\(\psi\), 1 @ 75\(\psi\)	4	*****	1.50
Signs mounted	16	.10	1.60
Periodicals stabbed and stitched	73	.02	1.46
Boxes, 5 @ 25\(\), 1 @ 20\(\), 13 @ 30\(\), 30 @ 35\(\), 5 @ 40\(\), 7 @ 50\(\), 3 @ 75\(\), 1 @ 80\(\), 4 @			
\$2.00, I @ \$3.50	70		35.90
Pictures mounted, 2 @ 50%, I @ 10%	. 3		1.10
Mending two atlases			1.00
Binding two registers	*****	•••••	5.50
			\$1517.75
Total	*******		\$10616.85

Appendix E

REVISED PUBLIC LIBRARY LAW FOR THE STATE OF WASH-INGTON. LAWS OF 1909, CH. 116.

An Act providing for the establishment and maintenance of public and free libraries and museums, and repealing certain other laws relating to public libraries.

Be it enacted by the Legislature of the State of Washington:

Section 1. By a majority vote at any election, any city, village, town, school district, or other body authorized to levy and collect taxes, or by vote of its common council, any city may establish and maintain a free public library, with or without branches, either by itself or in connection with any other body authorized to maintain such library. Whenever twenty-five taxpayers shall petition, the question of providing library facilities shall be voted on at the next election or meeting at which taxes may be voted: *Provided*, That due public notice shall have been given of the proposed action.

- SEC. 2. By similar vote money may be granted toward the support of libraries not owned by the public but maintained for its welfare and free use: Provided, That such libraries shall be subject to the inspection of the state library commission and registered by it as maintaining a proper standard; that the commission shall certify what number of books circulated are of such a character as to merit a grant of public money; and that the amount granted yearly to libraries on the basis of circulation shall not exceed ten cents for each volume of the circulation thus certified by the commission.
- SEC. 3. Taxes, in addition to those otherwise authorized, may be voted by any authority named in section one, and for any purpose specified in sections one and two and shall, unless otherwise directed by such vote, be considered as annual appropriations therefor until changed by further vote, and shall be levied and collected yearly, or as directed, as are other general taxes; and all money received from taxes or other sources for such library shall be kept as a separate library fund and expended only under direction of the library trustees on properly authenticated vouchers. Every free library now established and every free library hereafter established shall be maintained and managed as provided in this act.
- SEC. 4. The management and control of every public library shall be vested in a board of five trustees (unless a larger number be decided upon by a vote at the time of establishment or at some subsequent annual election) who shall be elected by the legal voters; except that in cities they shall be appointed by the mayor, with the consent of the city council, from citizens of recognized fitness for such position. No person shall be ineligible as a trustee by reason of sex, and no trustee as such shall ever receive any compensation. The first trustees shall determine by lot whose term of office shall expire each year, and a new trsutee shall be elected or appointed annually to serve for five years, except that when the board consists of more than five members, each trustee shall serve for a term of years corresponding to the number of regular members on the board in order that one term shall expire each year; all vacancies shall be as

soon as possible filled in like manner as the members of the board are regularly chosen, and in an unexpired term for the residue of the term only.

- SEC. 5. The trustees shall immediately after taking office meet and organize by the election of one of their number president and by the election of such other officers as they may deem necessary. They shall make and adopt such by-laws, rules and regulations for their own guidance and for the government of the library as may be expedient, not inconsistent with law or this act. They shall have the supervision, care and custody of the rooms or buildings constructed. leased or set apart for the library and the exclusive control of the expenditures of all moneys collected for the library fund; and such money shall be paid out from the treasury by the proper officers upon the properly authenticated vouchers of the board of trustees without further audit. They may accept and receive gifts of money, real estate, books, or other property for library purposes. They may lease and occupy, purchase, or erect on purchased or donated grounds, an appropriate building or buildings for library purposes. They shall have power to appoint a chief librarian, who shall possess such qualifications with respect to experience, ability, citizenship, electoral capacity, and residence as the board may require and who shall be subject to removal by the board. They shall adopt a system of competition or examination under which all appointments except that of chief librarian shall be made and under such system the chief librarian shall have power, by and with the consent of the board, to appoint all subordinate employes of the library, prescribe rules for their conduct, and remove them from office. So far as possible, all appointments shall be made for ascertained fitness for the work, and removals shall be made for demonstrated unfitness and neither appointments nor removals shall be made because of the candidate's race, color, political influence, or religious belief. The trustees shall have the power to do all other acts and things necessary to the management, custody, and control of the library.
- SEC. 6. The trustees shall make an annual report at the close of each year to the city council or the proper body authorized to levy and collect taxes, stating the condition of their trust, the various sums of money received from the library fund and all other sources, how much money has been expended, the number of books and periodicals on hand, the number added during the year, the number missing or retired, the number loaned out and the general character of such loans, and such other statistics, information and suggestions as they may deem of general interest, together with their estimate of the income necessary for the proper maintenance of the library for the ensuing year: *Provided*, That nothing in this act shall be construed as empowering the board of trustees to incur any indebtedness except as there is sufficient money in the library fund applicable to the payment thereof.
- SEC. 7. In order to avail the library of any provision of this act for state aid, the board of trustees shall apply to the state library commission to have the institution registered by the commission as a library under its visitation and supervision.
- SEC. 8. Every library which receives state aid shall make to the commission an annual report verified by the oath of its presiding officer, and giving such information in such form as shall be prescribed by the commission. These reports

shall be summarized and transmitted to the Governor by the commission, together with the reports of its proceedings as required by law.

- SEC. 9. Every library established or maintained under this act shall be forever free for the use of the inhabitants of the city, town, village, or district where located, subject to such reasonable rules and regulations as the trustees may find necessary in order that the library shall be of the greatest benefit to the greatest number; and they may exclude from the use of the library any person who wilfully violates such rules.
- SEC. 10. The board of trustees of any free library in this state may, under such rules and regulations as it may deem necessary and upon such conditions as may be agreed upon, allow non-residents of the city, town, village, or district in which the library is situated to use the books therein and may make exchanges of books with any other public library, either permanently or temporarily; and any such board may contract with the board of commissioners of the county in which the library is situated, or with the board of commissioners, village trustees, town or city council, of any neighboring county, village, town or city, to loan the books of said library to the residents of such county, village, town or city, upon the terms agreed upon in such contract; and every such board of trustees, board of county commissioners or village trustees, town or city council, is hereby empowered to make contracts for such purpose and to pay the consideration agreed upon therein to the board of trustees of such library out of the county, town, village, or city treasury upon the rendering of proper accounts therefor.
- SEC. 11. Whoever intentionally injures, defaces, or destroys any property belonging to or deposited in any public library, reading room, museum, or other educational institution, shall be punished by imprisonment in the penitentiary for not more than three years, or in the county jail for not more than one year, or by a fine of not more than five hundred dollars, or by both such fine and imprisonment.
- SEC. 12. Whoever wilfully detains any book, newspaper, magazine, pamphlet, manuscript, or other property belonging in or to any public or incorporated library, reading room, museum, or other educational institution, for thirty days after notice in writing to return the same, given after the expiration of the time which by the rules of such institution such article or other property may be kept; shall be punished by a fine of not less than one or more than twenty-five dollars, or by imprisonment in the jail not exceeding six months; and the said notice shall bear on its face a copy of this section.
- SEC. 13. Any corporation, association, school district or combination of districts may, by legal vote, duly approved by the state library commission, transfer the ownership and control of its library, with all its appurtenances, to any public library under the supervision of the commission, and thereafter said public library shall be entitled to receive any money, books, or other property from the state or other sources, to which said corporation, association, or district would have been entitled but for such transfer; and the trustees or body making the transfer shall thereafter be relieved of all responsibility pertaining to property thus transferred.
- SEC. 14. If the local authorities of any library, supported wholly or in part by state money, fail to provide for the safety and public usefulness of its books, the state library commission shall, in writing, notify the trustees of said

library of what is necessary to meet the state's requirements, and on such notice all its rights to further grants of money or books from the state shall be suspended until the commission certifies that the requirements have been met; and if said trustees shall refuse or neglect to comply with such requirements for sixty days after the service of such notice, the commission may remove them from office and thereafter all books and other library property wholly or in part paid for from state money shall be under the full and direct control of the commission which, as shall seem best for the public interest, may appoint new trustees to carry on the library, or may store it, or may distribute to other libraries the books paid for with state money.

SEC. 15. Under such rules as it may prescribe, the state library commission may lend from any books it may have for the purpose selections of books for a limited time to any public library in this state under its visitation or supervision, or to any community not yet having established such library but having conformed to the conditions required for such loans. All the official publications of the state shall be furnished, through the state library commission, to every free public library in the state, free of charge.

SEC. 16. The trustees or librarian of, or any citizen interested in, any public library in the state shall be entitled to ask from the state library commission any needed advice or instruction as to a library building, furniture and equipment, government and service, rules for readers, selecting, buying, cataloguing, shelving, or lending books, or any other matter pertaining to the establishment, reorganization, or administration of a public library. The commission may provide for giving such advice and instruction either personally or through printed matter and correspondence. The commission may, on request, select or buy books or furnish books instead of money apportioned, or may make exchanges and loans from any collection of books it may have in its possession. Such assistance shall be free to residents of this state as far as practicable; but the commission may in its discretion charge a proper fee to non-residents, or for assistance of a personal nature or for anything which is not properly an expense to the state but which may be authorized for the accommodation of users of such library.

SEC. 17. The state library commission may use receipts from fees, fines, gifts from all sources, or sale of its bulletins or similar printed matter, for buying books or for any other proper expenses of carrying on its work.

SEC. 18. Such sum as shall have been appropriated by the legislature as a fund for public library aid, shall be paid annually by the State Treasurer on the warrant of the State Auditor, according to an apportionment to be made for the benefit of deserving free libraries by the commission in accordance with its rules, and duly authenticated by it: Provided, That this money shall not be spent for any books except those approved or selected and furnished by the commission; that no locality shall share in the apportionment unless it shall raise and use for the same purpose not less than an equal amount from taxation or other local sources; that for any part of the apportionment not payable directly to the library trustees, the commission shall file with the State Auditor proper vouchers, showing that it has been spent in accordance with law exclusively for books for free libraries or for proper expenses incurred for their benefit; and that books paid for by the state shall be subject to return to the commission whenever the library shall neglect or refuse to conform to the regulations under which it secured them.

SEC. 19. Any library established under this act may be abolished only by a majority vote of the people at a regular annual election, ratified by a majority vote at the next annual election. If any such library be abolished its property shall be used first to return to the state library commission, for the benefit of other public libraries in that locality, the equivalent of such sums as it may have received from the state or from other sources as gifts for public use. After such return any remaining property may be used as directed in the vote abolishing the library; but if the entire library property does not exceed in value the amount of such gifts it may be transferred to the commission for public use and the trustees shall thereupon be freed from further responsibility. No abolition of a public library established under this act shall be lawful till the commission grants a certificate that its assets have been properly distributed and its abolition completed in accordance with law.

SEC. 20. All persons desirous of making gifts of money, personal property or real estate for the benefit of a public library shall have the right to vest the title thereto in the board of trustees, to be held and controlled by the board when accepted, according to the terms of the deed of gift, devise or bequest.

SEC- 21. All provisions of this act shall apply equally to libraries and to combined libraries and museums, and the word library shall be construed to include reference and circulating libraries and readinb rooms.

SEC. 22. An act authorizing the establishment of public libraries in cities, approved March 20, 1895; also an act authorizing cities of the first class to purchase or set apart lands for the purpose of public libraries, museums, or art chase or set apart lands for the purposes of public libraries, museums, or art galleries, to contract for the annual expenditure of a certain sum in their maintenance, and to issue bonds or to make an annual tax levy to pay for the same, and declaring an emergency, approved March 11, 1901; also, an act providing for the establishment and maintenance of public and free libraries and museums, and repealing all laws in conflict therewith, approved March 18, 1901; also, an act to amend an act authorizing the establishment of public libraries in cities, approved March 7, 1907, are hereby repealed.

Passed by the House March 4, 1909. Passed by the Senate March 8, 1909. Approved March 13, 1909.

Appendix F

Scheme of Library Service

In accordance with the provisions of the library law of the State of Washington (Laws of 1909, chapter 116), the following plan is adopted by the Board of Trustees of the Seattle Public Library at their regular monthly meeting held July 6, 1909, as a summary of the general principles upon which it proposes to conduct the library service so far as regards the selection, appointment, promotion, transfer, and removal of employees. This scheme may be amended from time to time as may be found expedient, but every amendment must receive the approval of a majority of all the members of the Board. The scheme does not impose any obligation upon the Board of Trustees and does not establish any contractual relation with its employees. Except in the case of specific written agreement to the contrary, all positions in the library service shall be held only during the pleasure of the Trustees and subject to such conditions as the Trustees may from time to time prescribe.

Candidates for appointment to positions in any branch of the library service or for admission to the training class will be requested to fill out the printed application blank furnished by the library and to file with their applications at least two testimonials of good character and general ability. They must also possess personal qualifications satisfactory to the librarian and the Administration Committee.

Appointments to positions in the library service will, so far as possible, be based on merit only, and recommendations from members of the Board of Trustees or the use of influence or pressure of any kind to secure an appointment will be considered prejudicial to the interests of the candidate. The state law on this point reads as follows:

"So far as possible, all appointments shall be made for ascertained fitness for the work, and removals shall be made for demonstrated unfitness and neither appointments nor removals shall be made because of the candidate's race, color, political influence, or religious belief."

No relative or member of the family of a trustee shall be employed in any capacity by the Board; provided that this shall not be so construed as to prevent the retention of an employee already in the library when an appointment of a relative as trustee is made.

Positions in the library service will be divided into two general

groups, as follows:

Group A will include all positions where the assistant works directly with books or with readers and for which training or experience in library work is desirable. This group includes such

positions as Heads of departments, Branch librarians, Reference attendants, Cataloguers, Children's librarians, Desk attendants, Librarian's secretary, etc.

Group B will include all other positions, such as Auditors, Bookkeepers, Stenographers, Telephone operators, Newspaper custodians, Bookbinders, Engineers, Watchmen, Elevator-men, Jani-

tors, Cleaners, Pages, Book-menders, etc.

Candidates for positions in Group A who have had at least two years' successful experience in actual library work or who have satisfactorily completed at least one year of study in a library training school of repute will not be required to take a written examination, but will be graded by the librarian and the Administration Committee according to the information given in their applications and testimonials and any other information that may be available concerning them, with due regard to the qualifications needed for each position to be filled.

Candidates for positions in Group A without library training or experience will be required to take the apprentice course described

below.

Candidates for positions in Group B will not be required to take a written examination, but will be graded by the librarian and the Administration Committee in accordance with the statements in their applications and testimonials and any further information available concerning them.

Apprentice Course

A course of training for apprentices will be held each year by

the library if the needs of the service require.

Applicants for membership in the apprentice class shall fill out the printed application blank furnished by the library and file therewith at least two testimonials of good character, education, and general ability. They must be not less than 18 nor more than 35 years of age and physically capable of performing the duties required in the library service. No one who is defective in sight or hearing will be admitted to this class. They must have had the equivalent of a four years' high school course and possess personal qualifications satisfactory to the librarian and the Administration Committee.

Candidates meeting these requirements will be admitted to an entrance examination testing their general education and knowledge of literature, history, foreign languages, and general information.

Candidates who pass this examination will be admitted to a six months' course of training, except that the number of apprentices received will be subject to the discretion of the librarian. The course will include formal instruction in each branch of library work and practice work under supervision in each department of the library. This instruction and practice work will require the same

amount of time as is given by the regular library employees, or 42 hours per week. The instruction given will be considered an equivalent for the services rendered and while no salary will be paid to apprentices, no tuition fee will be required of them.

Any member of the apprentice class who at any time does not show sufficient promise of future success will be advised to withdraw

and no further instruction will be given to such member.

It is understood that those pursuing this course are desirous of obtaining a position in the library and will accept such a position if offered at the end of the term or within a reasonable time thereafter. But it is distinctly understood by those entering the library for instruction that no position is guaranteed at any time, in this or any other library. On the other hand, the rapid growth of the work of the library gives the apprentice who successfully completes the preliminary training and passes the final technical examination in library methods, favorable opportunity for appointment. Apprentices who pass the final examination will be eligible for appointment to positions in the lowest grade of Group A of the library service, beginning at a salary of \$50 per month. They will not be eligible for the higher positions until they have given one or more years of satisfactory service in the lowest grade.

Promotions

A vacancy in the higher grades shall be filled by the promotion of an assistant from a lower grade whenever there is an assistant qualified for the higher position. This shall be determined

by the librarian and the Administration Committee.

Increases in salary will be made from time to time as shall be deemed advisable by the librarian and the Administration Committee and approved by the Board of Trustees. Such increases in salary will be Lased upon educational and technical qualifications, faithfulness, and efficiency, rather than upon mere length of service, and will be contingent upon the necessary appropriation for the support of the library. All employees in the library service are requested to consider the amount of their compensation as confidential.

Transfers

Assistants may be transferred from one department of the library to another, or their time may be divided between two or more departments, as may be deemed advisable by the librarian for the best interests of the service.

Removals

The terms of service of all employees of the library, unless otherwise expressly provided, shall be continuous, but employees shall be subject to removal for cause at any time at the pleasure

of the Board of Trustees. Such removal will require the recommendation of the librarian and the vote of a majority of all the members of the Board of Trustees. Pending the action of the Board, the librarian may suspend any employee, if, in his judgment, the good of the service requires such action.

Hours of Service

Each employee in Group A and each auditor, bookkeeper, stenographer, and telephone operator shall work 42 hours per week, not including meal time, the hours to be arranged to meet the requirements of the particular department of the library to which he or she may be assigned. These 42 hours may be so planned by the head of the department as to permit a half holiday each week for each assistant. Assistants in Group B, except those named above, shall work eight hours per day or 48 hours per week.

The hours named above shall apply to all employees except

those on partial time or hour service.

The hours for Sunday and holiday service are not to be included as part of the 42 hours required of each assistant. Assistants who are required to be on duty in reading room service on Sundays and legal holidays will receive extra compensation for such service at the daily rate of 1-300 of their annual salary.

Vacations

Under provisions of the city charter, the librarian is empowered to grant each regular full-time employee an annual vacation of fifteen working days with pay. Assistants who have been in the employ of the library less than one year will be allowed one day of vacation for each month of service rendered previous to August first. All vacations must be arranged for in advance with the head of the department in which the assistant is employed.

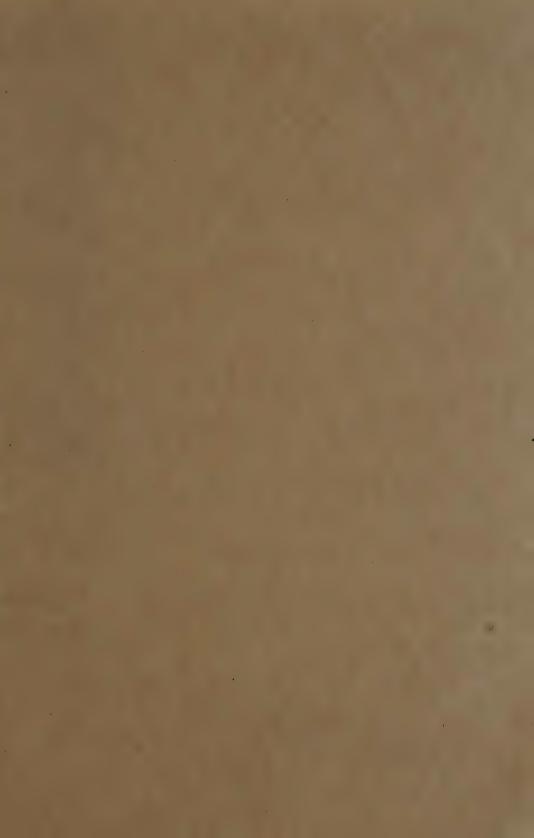
Leaves of Absence

Leaves of absence without pay, in addition to the regular vacation, may be granted by the librarian when recommended by the head of the department, provided they do not seriously interfere with the work of the library. Such requests should be made to the librarian by the head of the department.

THE LIBRARY OF THE APR 9 1942 UNIVERSITY OF ILLINOIS











Seattle Public Library Eighteenth Annual Report 1908







Front elevation (with slight modifications) will be used for the Green Lake Branch Library Competition for the Green Lake Branch.

SOMERVELL & COTÉ, Architects.

EIGHTEENTH ANNUAL REPORT

OF THE

SEATTLE PUBLIC LIBRARY

1908

APFE OF ILLINOIS

PRESS OF

DEARBORN PRINTING COMPANY, SEATTLE

Library Board, 1908-1909

G. A. C. Rochester, Chairman	Term expires April 1st, 1912
GEORGE E. WRIGHT, Vice-Chairman	Term expires April 1st, 1914
SIDNEY S. ELDER	Term expires April 1st, 1909
Frederick M. Padelford	Term expires April 1st, 1913
JAMES MURPHY	Term expires April 1st, 1910
Samuel Morrison	Term expires April 1st, 1915
DANIEL B. TREFETHEN	Term expires April 1st, 1911
Judson T. Jennings, Secre	etary.

Standing Committees

Administration	Messrs. Morrison, Wright, Elder
Art Gallery and Museum	Messrs. Elder, Padelford, Murphy
Books and Periodicals	Messrs. Padelford, Morrison, Wright
Branches and Delivery Stations	Messrs. Trefethen, Murphy, Padelford
Building and Grounds	Messrs, Murphy, Elder, Trefethen
Construction	Messrs. Wright, Trefethen, Padelford
Finance	Messrs. Wright, Trefethen, Morrison

The Chairman of the Board is ex officio a member of all committees.

5441R 1908 cop. 2

EIGHTEENTH ANNUAL REPORT

To the Honorable, The Mayor, and City Council of Seattle.

Gentlemen: The Library Board has the honor to transmit herewith the report of the Library Department for the year 1908.

Respectfully,

G. A. C. ROCHESTER,

Chairman.

Seattle, Washington, January 1, 1909.

Report of the Librarian

To the Library Board of the City of Seattle.

Gentlemen:—The following report on the work of the Seattle Public Library during the year ending December 31, 1908, is respectfully submitted by the librarian. This is the eighteenth annual report of the library and the first report covering a full year of the present administration.

The important events during the year were the donation of \$105,000 on January 29 by Mr. Andrew Carnegie for three branch library buildings; the donation of sites for these branches in Green Lake, University, and West Seattle by residents in these sections; the selection by competition of an architect for the three branch buildings; the erection of a concrete retaining wall and foundation for the approach at the main library building; the grading of the four streets surrounding the main library and of the lot at the rear of the building; the designation of this library as a depository for the Congressional series of United States government documents through the courtesy of Hon. William E. Humphrey; an increase of 100,639 in the circulation of books for home use over the record of the previous year; and the extension of the closing hour at the main library from 9 p. m. to 10 p. m. beginning June first.

Summary

The following table gives a summary of the growth and operations of the library as compared with the previous year. The details of the work are explained more fully in later pages and complete tables of statistics will be found in the appendices.

		1907.	1908.
1.	Population (Polk's directory estimate)	241,550	276,462
2.	Number of volumes December 31	93,794	102,132
3.	Number of volumes added during the year	12,759	8,338
4.	Number of periodicals received, including		
	duplicates	673	752
5.	Number of newspapers received, including		
	duplicates	136	203
6.	Number of borrowers registered during the		
	year	19,229	17,241
7.	Total registration December 31	29,118	36,470
8.	Percentage of population registered as bor-		
	rowers	12%	13%
9.	Circulation of books for home use	454,735	555,374
10.	Circulation per capita	1.88	2.01
11.	Percentage of fiction circulation to total cir-		
	culation	69.27	68.66
12.	Number on staff December 31	. 74	82
13.	Tax rate		52-100 mills
14.	Total receipts from city		\$120,308.29
15.	Expenditures for salaries.	40,684.89	46,221.19
16.	Expenditures for books	10,146.27	9,105.22
17.	Expenditures for periodicals		1,939.83
18.	Expenditures for binding	5,436.33	6,220.23
19.	Other operating expenses	19,778.50	14,683.12
20.	Total regular expense		78,169.59
21.	Regular expense per capita		.2827
22.	Extraordinary expenditures		43,051.04
23.	Total expenditures	140,870.17	121,220.63

Finance

The receipts and expenditures for the year are itemized on pages 28 to 30. The total receipts from taxes, licenses, and library fines amounted to \$120,308.29, or \$33,270.31 more than the receipts in 1907 from the same sources. The receipts were \$16,432.51 below the estimate, however, owing to a falling off in licenses, and to the fact that the taxes remaining unpaid at the close

of the year were in excess of the usual amount. The tax levy for 1909 has been fixed at 52 one-hundredths of a mill, or the same rate as was granted for 1908.

The expenditures for books, salaries, and operating expenses during 1908 amounted to \$78,169.59, or \$197.12 less than the previous year. This does not mean that the cost of operation has been reduced, but that we have waited for books, equipment, and assistants that were badly needed, in order to pay bills incident to the completion and equipment of the new building; \$40,517.18 was spent for these extraordinary items during 1908. The library is now out of debt, with bills paid to date except the loan of \$14,307.55 made to the Library Board from the general fund to pay the assessment for widening and extending Fourth Avenue. This could also have been paid if the estimated funds had been received.

In this connection the librarian begs to suggest an amendment to the city charter fixing the annual tax levy for library purposes at not less than one-half mill and not more than one mill. Such an amendment would place the library on a sound financial basis so that it might grow as the city grows. It would also relieve the finance committee of the City Council and the Library Board from several extended and unnecessary joint conferences each year to discuss what amount shall be granted for library purposes. A similar amendment is now in force providing money for park purposes.

To develop an adequate library system in a city that is growing so rapidly will require liberal expenditures of money for books and equipment during the next few years. The use made of the facilities already provided indicates that the people are ready for good library service and we believe they are willing to pay the necessary cost.

Staff and Training Class

The staff was enlarged during the year by the creation of eight new positions demanded by the growth of our work. At the close of the year there were 82 people employed, of whom 42 were engaged in technical library work. The resignations included Miss Blanchard, chief of the children's department; Mrs. Barker, chief of the catalogue department; Miss Drinker, assistant superintendent of circulation, and Miss Ogden, order clerk. Among the new appointments were those of Miss Andrus as chief of the children's department, and Miss Hurlbert as librarian at the Ballard Branch.

A complete list of the staff as it stood in December is given on pages 22 and 23.

A training class held during the summer was attended by four apprentices, one of whom has since received a permanent appointment on the staff.

Accessions and Binding

The number of volumes in the library on January 1st, 1908, as given in the last report, was 93,794. During the past year, 10,100 volumes have been added to the collection and 1,762 volumes withdrawn, leaving a net increase of 8,338 volumes and a total of 102,132 volumes in the library at the close of the year 1908.

These figures are only approximately correct since they do not include the unaccessioned bound documents (about 6,875 volumes), old books returned since the library fire in January 1901 (about 376 volumes), and books lost and paid for by borrowers but afterwards found and returned to the library (77 such books were returned in the past year). On the other hand, books lost have never been deducted. The inventories for the years 1901 to 1908 inclusive show losses amounting to 9,041 volumes. Many of these books will turn up later, but volumes missing more than four or five years should be deducted in compiling any statement of the number of volumes in the library. We hope to give a more accurate record of the number of volumes in the library in the next annual report.

The gifts during the year included 791 bound volumes and number of pamphlets.

The library bindery turned out 7,368 volumes of new binding during the year, in addition to considerable miscellaneous and repair work, and the gilding of class numbers on 14,173 volumes. A complete statement of all work done in the bindery is given on page 31. The value of this work is estimated at \$7,230.69, using as a basis for estimate the prices quoted by outside binders for a similar grade of work as given in the schedule on page 32. The actual amount spent during the year for salaries and binding material was \$6,220.23, or 14% below the estimated cost of the work done. We may therefore reach the general conclusion that the actual costs are 14% below the prices given in the schedule. The largest single item in this work is the rebinding of fiction in imperial morocco cloth. The majority of these volumes are 12mos, for which the allowance in the schedule is 80 cents per volume. The actual cost, deducting

the 14%, would be 69 cents per volume. By a similar process, the actual cost of binding our periodicals in half morocco is estimated at from \$1.25 to \$1.42 per volume, according to size.

These prices are high as compared with prices paid elsewhere for good binding. Cedric Chivers of Brooklyn, one of the best binders of library books, charges 50 cents per volume for rebinding fiction and a recent statement of the Director of the New York Public Library shows that the average cost to that library for rebinding fiction is 53 cents per volume. The time and freight charges attendant upon shipping books east for binding, however, seem to make such a course inadvisable. I doubt if more durable library binding is done anywhere than that in our own bindery, but the question of its cost seems to be worth serious study.

Another item in connection with our binding deserving of careful consideration is the material to be used on magazines. These are now being bound in morocco leather. The investigations of experts and the experience of libraries seem to prove that no leather now available for the binding of books will stand the disintegrating effects of time, heat, gas, and sunshine to which library books are more or less subjected. Various textile fabrics such as cloth, buckram, and duck are being adopted quite generally for library bindings, not only because they are much cheaper, but because they do not decay and need replacing in a comparatively few years as do leather bindings. It will probably be advisable to substitute duck or some similar material in place of morocco when the first volumes of the 1909 magazines are ready for binding next July.

Catalogue Department

During 1908, 3,943 volumes and 250 pamphlets were catalogued for the main library and 875 volumes for the branches. The stamping of "open shelf" on cards for books kept in the open-shelf room and in the art department was completed, as was also the extension of class numbers for books of travel and history. About 35,000 cards were filed in the Depository catalogue of the Library of Congress.

The work for the coming year will include the making of catalogues for Ballard, University, and Columbia branches, further revision of the main catalogue, and the extension of class numbers in certain other subjects.

Registration and Circulation

During the year 1908 the number of borrowers registered, including adult and juvenile at main library and branches, was 17,241. The registrations for 1907, the first year in the new building, numbered 19,229. Since all borrowers' cards expire at the end of two years, the total number of cards in force January 1, 1909, was therefore 36,470, or 13% of the estimated population of Seattle (276,462) as given in Polk's 1908 directory.

The total number of volumes issued for home use during the year was 555,374, an increase of 100,639, or 22% over the circulation for the year 1907. The circulation for 1908 is given in detail by subjects, by months, and by departments and branches in Appendix B of this report. Using again the above estimate of population, this circulation is slightly over two books per capita. In other words, on an average each man, woman, and child in Seattle reads a little more than two books each year.

Children's Department

On September first Miss Alice Blanchard resigned her position as head of the children's department and Miss Gertrude Andrus, librarian of the children's room in the Central Library in Pittsburg, was appointed as her successor. The only other change in service during the year was the appointment of Miss Elizabeth Robinson as assistant in the children's room.

Instead of being open only one evening a week, the children's room is now open every week-day until 9 o'clock. This change was made June first and the evening attendance during the seven months from June to December inclusive numbered 7,203, while 5,943 books were lent during these evening hours. The total circulation for home use from the children's room at the main library during 1908 was 76,159, an increase of 1,517 over the previous year. 1,596 new borrowers were registered.

The older children who use the room far outnumber the little children, which is perhaps to be expected in a library so far down town. It therefore seems advisable to strengthen the collection of books for older boys and girls and to make the room attractive to them, in order to keep them where their reading can be supervised more thoroughly than is possible in the adult department.

In December an exhibit was held of books suitable for Christmas gifts for children. The Post-Intelligencer printed a list of the books and through the courtesy of Mr. C. A. Hughes proof-sheets of the list were furnished for distribution. A large copy of the Sistine Madonna, loaned by C. W. Parker & Co., together with the Christmas greens brought in by some of the boys, gave the room a festive appearance quite opposite to its usual vault-like aspect.

If the walls of this room could be tinted a lighter color and some prism glass used in the windows, it would probably not be necessary to use the electric lights continuously as at present. The room also needs some permanent decorations.

The children's weekly story hour at the main library was continued during 1908 with a total attendance of 2,173 in 28 different groups. Twenty stories were told in the school rooms to 1,105 pupils. The public school teachers are interested and enthusiastic over the cooperation which the library offers and it is impossible with the present force to accept all the invitations to visit the school rooms and talk to the children about the library.

In the spring Miss Blanchard held two meetings to which teachers were invited to discuss the purpose and method of telling stories to children. Both these meetings were largely attended and aroused much enthusiasm.

Reference Department

The reference librarian reports that the seating capacity of the reference room has proved inadequate many times during the past year and that the use of the department has more than doubled. In this connection the librarian recommends that the partition dividing this room be removed in order to provide greater table space and to permit better supervision, and that the women's rest room be abolished and the space thus occupied thrown into the reference room by removing the partitions.

An event of great important to the reference department this year was the designation of this library as a depository for the Congressional series of United States government documents. This designation was secured through the kindly interest of Congressman William E. Humphrey. These documents have heretofore been available only at the University of Washington library, which is four miles from the down-town district. The United States government publications are full of valuable material on a great variety of subjects

and they will constitute a notable addition to the resources of the reference department. Nominally they still belong to the government and are deposited on the condition that they will be considered as reference books and not loaned to borrowers.

Another important addition to the reference department this year is the first four volumes (two volumes of text and two of plates) of "The North American Indian," by Edward S. Curtis of Seattle. The complete work, costing \$3,000, will include twenty volumes of plates, each accompanied by a volume of explanatory text. The magnificent plates in this work are made from actual photographs from life. Such a valuable record of a race that is rapidly becoming extinct will be of great assistance to the future student and historian.

During the year cards were written for all books in the library relating to the northwest coast of North America for the coöperative check-list now being compiled for printing by Mr. C. W. Smith, assistant librarian of the University of Washington. This list will include the books relating to the Northwest in about ten or twelve of the larger libraries in British Columbia, Oregon and Washington.

Another event proving of some importance to the library was the starting of a "Seattle authors' shelf" in the reference room, with the idea of securing as gifts, books which the library should have because written by local authors.

Fine Arts Rooms

The establishment of the fine arts department in 1907 has been fully justified by its use in 1908 and the appreciation shown by its patrons, who include architects, decorators, musicians, teachers, club members, and others. The total attendance during the year numbered 17,364, the circulation of books for home use, 6,452, and the circulation of pictures, 2,108.

The work in this department is greatly handicapped by the dearth of books and the limited funds for their purchase. Art books are expensive and the library authorities would greatly appreciate any cooperation that may be extended by art societies or by individuals in efforts to secure the donation of desirable books or the endowment of certain art subjects.

The art periodicals from the periodical department, books on landscape gardening from the circulation department, and pictures from the children's room have been transferred during the year to the fine arts room; 190 art books were purchased and 18 volumes donated. Eleven additional art periodicals, nine of which are foreign, have been added to the subscription list for 1909. For several of these, noticeably the Gazette des Beaux Arts, Moderne Bauformen, and Camera Work, there has been a persistent demand.

The increasing number of patrons and the careful work that many of them are doing, as well as frequent expressions of appreciation, have been a constant incentive to the attendants. One of the assistants, Miss Calhoun, took a five months' leave of absence abroad and returned with renewed interest and enthusiasm for her work.

Periodical Department

The periodical department has shared in the general growth and development of the library during the past year. This work includes the supervision of the large periodical reading-room on the top floor and the two newspaper rooms on the ground floor, the women's newspaper room having been opened this year in the room originally planned for a men's smoking-room.

The department has had on its regular files this year 752 periodicals and 203 newspapers, including duplicate copies. Of the newspapers, 115 are published in the state and 94 of these are donated by the publishers. Of the 88 papers from places outside the state, 41 are free.

The amount of detail involved in conducting this department efficiently would astonish the average library patron. It includes selecting the periodicals and newspapers for the annual subscription list, checking the itemized bills, recording each number as received, filing these latest numbers in the public racks and keeping them in order, preparing for the binder such as are to be permanently preserved in the library, selecting back numbers containing articles on debate subjects or other topics of current interest and making them available to applicants, etc. Add to these the immense number of annoying complications due to the receipt of imperfect copies, changes in subscription rates, combinations of two or more periodicals previously published separately, non-receipt of magazines subscribed for, pages or numbers missing when the volume is ready for binding, etc., and the prospect is often bewildering.

The results, however, are gratifying and indicate appreciation of the effort. An estimate of attendance during the year based partly on actual count shows that the periodical room was visited by approximately 175,000, and the newspaper rooms by 218,000 readers. In addition to the reading in the building, 11,281 periodicals were lent for home use. A change in rules by which circulating magazines

may be drawn either on general or non-fiction borrowers-cards has resulted in increased circulation of magazines.

Lists of interesting articles in current magazines have been regularly posted on the bulletin boards, reference assistance has been given to readers so far as time permitted, lists of circulating magazines on special topics have been prepared, debate material has been sent to branch libraries, and every effort made to make the periodical resources of the library available to patrons.

A union list of periodical subscriptions for 1909 in this library and the University of Washington library was printed in December. In compiling this list it was found desirable to discontinue twenty-one expensive or seldom-used periodicals which were already received at the University library, and thereby effect an annual saving of \$118.50 in our subscription and binding expense without reducing the amount of material available to the Seattle public. Any of these twenty-one periodicals may be freely consulted by any person at the University library.

A further annual saving of \$84.00 was effected by discontinuing the binding of the following newspapers:

Boston Evening Transcript.
London Daily Times.
Los Angeles Express.
Louisville Courier-Journal.
Tacoma Ledger.
Washington Post.

In the future only the following newspapers will be bound:

Chicago Tribune.
New York Tribune.
Atlanta Constitution.
Portland Oregonian.
San Francisco Chronicle.
Seattle Argus.
Seattle Daily Bulletin.
Seattle Evening Times.
Seattle Post-Intelligencer.
Seattle Star.

Seattle Star. Spokane Spokesman-Review.

The printed union list of periodicals above referred to also includes lists of newspapers and circulating current magazines in the public library.

The Bagley collection of territorial newspapers, formerly kept in safety deposit vaults but transferred to the library this year, was unfolded, sorted, and sent to the bindery. 605 volumes of periodicals and 121 volumes of newspapers were prepared for binding.

A counter is being built for the periodical room that will greatly facilitate the work and provide better service to the public. This room also needs permanent magazine racks and additional tables.

The collection of odds and ends of old chairs in the men's newspaper room should be replaced by new chairs of uniform style. A counter should also be provided to enable one attendant to oversee this room and the women's newspaper room from one point and in that way permit women to enter their room directly from the corridor. In the women's newspaper room cases should be erected for the safe storage of back numbers of newspapers saved for binding.

Branch Libraries

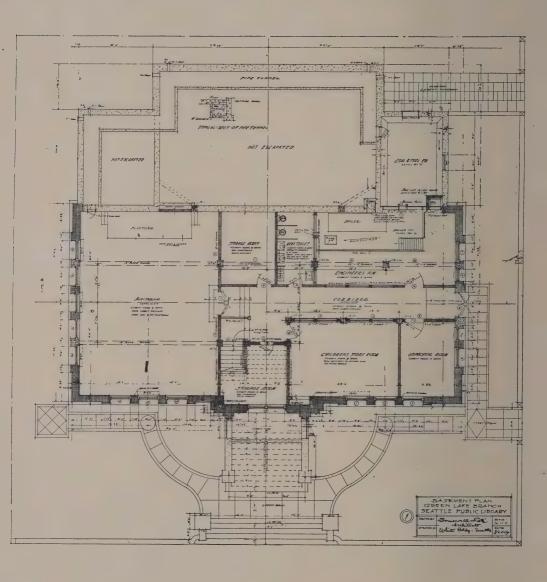
The most important event of the year in connection with the branch libraries was the donation of \$105,000 in January by Mr. Andrew Carnegie for three branch buildings. The following building sites for these branches have been accepted by the Board:

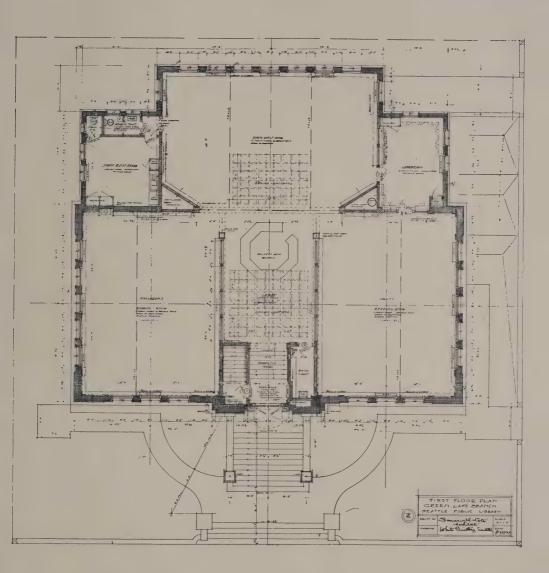
GREEN LAKE—A lot 125x110 feet at the north corner of East Green Lake Boulevard and Fourth Ave. N. E., donated by citizens of Green Lake.

University—A lot 160x200 feet at the northwest corner of Tenth Ave. N. E. and East Fiftieth St., donated by Mr. and Mrs. Watson Allen.

WEST SEATTLE—A lot 156x115 feet at the southeast corner of College St. W. and Forty-second Ave. S. W., donated by Mr. and Mrs. U. R. Neisz and West Seattle citizens.

A competition for the selection of an architect for these branches, limited to Seattle firms and entered by thirty-three competitors, was held during the summer. Mr. John Galen Howard of San Francisco was selected as expert adviser to judge this competition and acting on his recommendation the Board appointed Messrs. Somervell and Coté as architects for the three buildings. In November, under instructions from the Board, the librarian visited twenty-two eastern cities to study branch library buildings recently constructed and in actual use elsewhere. The architects, with the advice and counsel of the construction committee and the librarian, have completed plans and specifica-





tions for all three branches and these plans are about to be submitted to contractors for competitive bids as this report goes to press. It is expected that all three buildings will be completed and in use by January 1, 1910.

The growth and use of the four branch libraries now in operation can best be shown in the following table:

Statistics of branch libraries for 1908:

	Number volumes Jan. 1, 1909	Net increase in volumes in 1908.	Circulation.	Percentage of increase in circulation
Ballard	5,059	683	54,155	31.67
Fremont	3,819	442	27,495	19.69
Green Lake	3,038	376	25,214	18.29
University	3,304	752	32,953	33.32
Total	15,220	2,253	139,817	48.61

The circulation at the branch libraries in 1908 showed a much larger percentage of increase over 1907 than the circulation at the main library. This does not indicate a withdrawal of readers from the central library but merely shows that more people are able to avail themselves of library privileges through branch libraries.

The facilities offered through branches will be increased in the near future by the opening of two additional branches at Columbia and West Seattle, the latter in one of the new Carnegie buildings. The Columbia branch will be opened about May 1, 1909, with a collection of 1,000 volumes, in the old Columbia City Hall which has been secured rent free and is now being fitted with shelving and equipment.

At the Ballard branch there is urgent need for a new furnace, floor covering, shelving, and many other items of interior equipment, and the grounds and walks around the building should be put in order.

If the Fremont branch is to remain for any great length of time in its present quarters, we would urge the erection of a shorter flight of steps giving entrance to the room from Blewett Street.

The hour of closing at the Green Lake branch was changed from 6 p. m. to 9 p. m. beginning September 1st. Each of the four branch libraries is now open from 2 p. m. to 9 p. m. The crowded condition of the room at the Green Lake branch proves the need for the new building about to be erected in that district.

Deposit Stations

The traveling libraries deposited in the nineteen fire stations had a circulation of 835 volumes, a gain of 31% over the 1907 record.

Since the closing of the South branch, on account of the regrade, in June, 1907, the library has had no direct supervision over the reading of the children in that district except for those who come to the children's room at the main library. During this time the circulation of library books from the South and Main Street schools has been unusually large and the Jewish settlement house on Eleventh Avenue has also proved a most satisfactory agent for distributing books to children. Only 223 books could be spared for the last named institution, but they had a circulation of 2,258.

Books have also been loaned to the St. Mark's settlement house and to the summer camps maintained by the Y. M. C. A. and Y. W. C. A. Files of old magazines were sent to the Bemis bag factory, Cascade laundry, County hospital, Crittenton home, Pacific hospital, and the reading-rooms of the Seattle Electric company.

Work with Schools

Through the medium of what has been termed the school duplicate collection, each school room in Seattle which is supplied with circulating books is made practically a branch library for home circulation. Sets of twenty volumes each are sent to school rooms in grades four to eight inclusive. Reference books in limited numbers are also placed in the principals' offices and drawn from there by the teachers. These reference collections contain from 50 to 90 volumes each. In the first, second, and third grades, picture books and pleasure readers are furnished in sets of twenty-four volumes each for use in the school rooms under the direct supervision of the teachers.

During the past year, 66 public, parochial, and Sunday schools have been supplied with books. There were 598 grade libraries issued to teachers, 448 being circulating sets containing 9,340 books and these were reissued by the teachers to their pupils 42,521 times. These figures do not include the use of the reference books, picture books, and pleasure readers, nor the circulating books themselves in the class-rooms. While we have never been able to keep statistics showing the value of the library books in the school rooms, still, so many teachers have told us of their constant use by the pupils at odd minutes during school hours, at recess, and before the opening of the school sessions, that we feel justified in stating that the figures of actual

use would be many times greater than the statistics of home circulation, were it possible to keep them in a methodical way.

This work with schools is of great value and far-reaching in its effects. The books have been carefully selected from the best juvenile literature available and always with the ages of the pupils of the particular grade in mind. The cost of this branch of library work is small since it does not require the maintenance of reading-rooms and a large staff of assistants and the results are distinctly worth while, since we are forming to some extent at least the reading habit and judgment in the choice of books in the rising generation. Its success, however, depends largely on the teacher, who, with her intimate knowledge of the peculiarities and needs of the individual child, has a magnificent opportunity, if she will use it, to guide his reading. If she is wise enough to realize the important part which intelligent reading has in education, both during and after school days, she will coordinate the pupil's reading with his school work and thereby create an added interest in each.

Personal visits have been made as often as possible to the rooms where the teachers have taken books, to change the selection when a teacher desires, and to keep a general oversight of the school libraries. If, however, closer attention could be paid to the individual child and his needs, interesting him in certain books of non-fiction by giving general talks in the school room, the circulation of some of the classed books in the school collection would be greatly increased. There have not been assistants enough in the department to attempt this work, but we hope the failure to do it may be remedied during the present year.

In cities like Buffalo and Pittsburg where the work done through the schools has reached such a high grade of excellence, with a correspondingly heavy circulation, an attendant from the library visits each school room at periods varying from once in two weeks to once a month. In Seattle we are unable to reach the teachers in personal visits oftener than two, or in some cases three, times during the school year. A special assistant is urgently needed who can devote her entire time to visiting schools to awaken the interest of the teachers and to talk to the children about books.

The limit of twenty to twenty-four books to each school room is entirely inadequate to cover the needs of the pupils. Under the present arrangement but half the children in any room can have books for home reading at one time, the other half being obliged to wait until the following week for their turn. Forty volumes to each teacher ought to be the smallest number supplied.

There are 557 school rooms in the Seattle schools, which would require 22,280 volumes in order to fill satisfactorily the needs for the present school year.

Six new buildings with 71 rooms will be ready for occupancy by the fall of 1909 and this will mean a further demand upon our resources.

An estimate for the work opening the first of September, 1909, shows that 30,000 volumes would be needed to properly supply the school rooms. The school collection now contains only 14,390 volumes. The cost of these averages 75 cents a volume and a special book appropriation of \$12,000 could be utilized to advantage for immediate work in this department.

The Future

The three great needs for the future are an increase in the book fund, additional branch libraries, and the enlargement of the main building. Our large circulation with a comparatively small stock of books necessitates large expenditures for rebinding and replacements. More books are needed in the school collection, at every one of the branches, and in all the departments at the main library.

At least four more branches should be opened, one in the southern part of the city, a second on Queen Anne Hill, a third on Capitol Hill, and a fourth, later on, at Interbay. Sites for these four branches and for permanent buildings at Fremont and Columbia should be secured for future use while good sites are still obtainable at reasonable prices or by donation. There is little doubt that Mr. Carnegie will gladly furnish the money for additional buildings as they are needed.

The need for a larger central building, noted in the last report, has been emphasized this past winter when we were unable many times to seat all those who wished to read. In addition to enlarging the present reading-rooms, additional rooms (lecture room, technology department, music room, document room, etc.) should be added and with proper study and planning the building when enlarged could be arranged for more economical administration.

Respectfully submitted,

Judson T. Jennings,

Librarian.

Appendix A Library Staff, December, 1908

EXECUTIVE DEPARTMENT.

LibrarianAuditor	JUDSON T. JENNINGS
ORDER DEPARTME	
Order Clerk	
ACCESSION DEPARTM	
Chief	Mrs. MINNA P. REESE
Invoice Clerk	Hugo P. Kuhnke
Assistant	
Page	
CATALOGUE DEPARTM	
Chief	VACANCY
Assistant Cataloguer	
Assistant Cataloguer	
Assistant Cataloguer	
AssistantTypist	Man Name Mary Danier
Page	IVIRS. NELLIE IVIAY DARTH
CIRCULATION DEPART	
Superintendent of Circulation	
Assistant Superintendent of Circulation	
Assistant	
Assistant	
Assistant	
Assistant	BLANCHE H. JOSSELYN
AssistantMR	s. Margaret Meydenbauer
Assistant	
Assistant	
Assistant	
Telephone Operator	
Page	
Page Page	
Page	
Page	
Page	
CHILDREN'S DEPARTA	
Chief	
Assistant	
Assistant	
Assistant	ELIZABETH N. ROBINSON
Assistant	
Mender	
Page	KENHELM STOTT

REFERENCE DEPARTME	NT.
Chief	Mary Banks
Reference Attendant	
Reference Attendant	DuBois Mitchell
Reference Attendant	Cornelia S. Barnes
Page	ALFRED D. CAMERON
Page	EDWARD TUCKER
ART DEPARTMENT.	
Chief	KATHARINE McMicken
Reference Attendant	
Reference Attendant	
Reference Attendant	
PERIODICAL DEPARTMI	ENT.
Chief	
Reference Attendant	
Reference Attendant	FLORUS COAN
Custodian of Newspapers	ALFRED J. VILLARS
Sunday Custodian	
Page	
BRANCH DEPARTMEN	IT.
Superintendent	Josephine G. Taber
Assistant Branch Department	
Messenger	LAWRENCE NELSON
Librarian Ballard Branch	Dorothy Hurlbert
Children's Librarian Ballard Branch	Louretta C. Cole
Mender Ballard Branch	
Page Ballard Branch	ARTHUR LEE
Librarian Fremont Branch	Emma K. McCullough
Librarian Green Lake Branch	ALICE F. KITTRIDGE
Librarian University Branch	Mrs. Mary W. Dennis
BINDERY DEPARTMEN	
Foreman	HARRY W. HYDE
Forwarder	
Forwarder	
Forwarder	
Stitcher	
Stitcher	
MECHANICAL DEPARTM	IENT.
Chief Engineer	
Assistant Engineer	
Elevatorman	
W atchman	
Sunday Watchman	James Lonney
Janitor	E. B. Parsons
Cleaner	Mrs. Algia Hampton
Cleaner	Mrs. M. F. Setz
Cleaner	Mrs. Wm. O'CONNELL
Cleaner	Mrs. N. Berger
Cleaner	Mrs. Franciska Zajacrek
Cleaner Ballard Branch	Mrs. Edith Stranne
Cleaner Fremont and Green Lake Branches	Mrs. Zoe Dolph
Cleaner University Branch	WOLCOTT DENNIS

Appendix B—Table 1
Total circulation by months

	Main Library	Ballard Branch	Fremont	Green Lake Branch	University Branch	Schools	Deposit Stations	Total
January	33,957	5,444	2,700	2,544	2,938	2,410	138	50,131
February	33,696	4,118	2,754	2,494	2,946	1,772	219	47,999
March	34,463	4,879	2,912	2,375	3,130	6,564	163	54,486
April	30,857	4,548	2,379	2,010	2,816	612	290	43,512
May	26,871	4,175	2,209	1,608	2,610	1,213	59	38,745
June	27,565	4,289	2,093	1,661	2,688	14,722	141	53,159
July	27,228	4,040	2,036	1,436	2,479		880	38,099
August	28,372	3,987	2,088	1,715	2,303	*******	56	38,521
September	27,088	3,816	1,800	2,008	2,504	43	126	37,385
October	34,967	4,997	2,022	2,369	2,929	1,563	869	49,545
November	33,108	5,046	2,184	2,566	2,885	2,862	170	48,821
December	31,653	4,816	2,318	2,428	2,725	10,760	271	54,971
Total	369,825	54,155	27,495	25,214	32,953	42,521	3,211	555,374

Appendix B—Table 2
Total circulation by classes

CLASS	Main Library	Ballard Branch	Fremont	Fremont Green Lake University Branch Branch	University Branch	Schools	Deposit Stations	Total	Per Cent.
Ceneral works	1,899	28	75	65	376	173		2,616	.49
	5,476	102	44	73	178	Н	32	5,879	1.05
Religion	5,207	561	231	243	234	1,324	62	7,862	1.42
Sociology	8,235	662	443	484	551	878	62	11,332	2.04
Philology	460	33	∞	23	22	I		547	.10
Natural science	7,044	859	337	383	434	1,997	45	11,099	2.00
	11,298	1,051	387	364	440	159	I3	13,712	2.47
Time of the	11,125	782	382	458	019	304	30	13,691	2.46
Literature (excent fiction)	25,273	2,241	942	1,093	1,405	1,843	82	32,879	5.92
History and travel	24,277	3,747	2,115	1,705	2,127	6,127	196	40,294	7.26
Diography	10,513	1,223	649	537	705	2,693	ToI	16,427	2.95
Diography Thickion	244,742	42,127	21,328	18,613	24,918	27,021	2,592	381,341	99.89
Booke for blind	81		:	:				81	10.
Dictures	2,553	:	:	:		:	:	2,553	.46
Periodicals	11,642	739	554	1,173	953		•	15,061	2.71
Total	369,825	54,155	27,495	25,214	32,953	42,521	3,211	555,374	100.00

Appendix B—Table 3
Adult circulation by classes

CLASS	Main Library	Ballard Branch	Fremont	Green Lake Branch	University Branch	Deposit Stations	Total	Per Cent.
:	621	rO.	н	8	I	•	188	.05
	5,354	66	41	89	991	5	5,733	1.54
	4,260	160	99	64	134	62	4,746	.1.28
Sociology	6,168	28I	145	178	253	79	7,104	16.1
:	421	22	3	3	14		446	.12
:	5,149	187	42	83	232	45	5,738	I.54
:	106,6	559	136	148	258	13	11,015	2.96
:	8,925	233	94	157	393	30	9,832	2.64
:	22,326	1,263	473	999	1,076	82	25,885	96.9
:	16,500	I,444	728	613	949	961	20,430	5.49
:	8,165	437	296	227	396	101	9,628	2.59
:	192,403	21,549	11,626	9,820	15,986	2,592	253,976	68.26
:	81				•		81	.02
:	2,553	:	:		:		2,553	69.
:	11,281	739	554	1,173	953	*	14,700	3.95
Torat	293,666	26,961	14,205	13,201	20,811	3,211	372,055	100.00

Appendix B—Table 4
Juvenile circulation by classes

CLASS	Main Library	Ballard	Fremont	Green Lake Branch	University Branch	Schools	Total	Per Cent.
General works	I,720	23	74	63	375	173	2,428	1.32
Philosophy	122	3	33	٠,	12	I	146	80.
Religion	947	401	165	621	100	1,324	3,116	1.70
Sociology	2,067	381	298	306	298	878	4,228	2.31
Philology	39	28	, NO	20	8	I	IOI	90°
Natural science	1,895	672	295	300	202	1,997	5,361	2.92
Useful arts	1,397	492	25I.	216	182	i59	2,697	1.47
Fine arts	2,200	549	288	301	217	304	3,859	2 10
Literature (except fiction)	2,947	826	469	428	329	1,843	6,994	3.82
History and travel	7,777	2,303	1,387	1,092	1,178	6,127	19,864	10.83
Biography	2,348	286	353	310	309	2,693	662'9	3.71
Fiction	52,339	20,578	9,702	8,793	8,932	27,021	127,365	69.48
Periodicals	361	•	:	:	:	:	361	.20
Total	76,159	27,194	13,290	12,013	12,142	42,521	183,319	100.00

Appendix C—Table 1 Financial Statement

RECEIPTS

Available library fund balance in city treasury January 1, 1908		
Leaving deficit to be paid from 1908		
receipts	\$ 216.40	
Library and miscellaneous collections 4,597.65		
Licenses, fines and fees		
From general tax levy		
Loan from general fund for extending		
evening opening to 10 p. m		
Total receipts for year 1908	122,008.29	
Total available fund for 1908 ex-		
penses		\$121,791.89

EXPENDITURES

Central Library:

Library staff pay-roll	\$32,901.28
Building pay-roll	6,977.18
Fuel	1,743.17
Light and power	1,897.95
Water	108.10
Telephones	412.90
Insurance	653.40
Repairs and alterations	1,231.00
General expense	445.84
-	46,370.82

Branch Libraries:

Pay-roll (including janitorial)	6,342.73
Fuel	312.19
Light	368.65
Water	7.40
Telephones	96.00
Insurance	40.00
Rent	885.00
Drayage	76.25
General expense	305.62
_	

8,433.84

Financial Statement—Continued

General and undivided expenses	::		
Building supplies	. 893.19		
Furniture, fixtures and fittings	. 3,276.20		
Stationery, printing and office supplies	. 1,930.26		
Books and maps	. 9,105.22		
Periodicals and newspapers	. 1,939.83		
Bindery pay-roll	. 5,218.25		
Bindery supplies	. 1,001.98		
-	23,364.93		
Total maintenance		\$78,169.59	
Central building and grounds:			
Fourth Avenue regrade assessment	. 14,200.80		
Grading grounds	3,868.58		
Approach	8,158.44		
Book stacks	7,886.25		
Elevators and pent house over elevator	:		
shaft	,		
Pneumatic tubes	1,100.00		
Wiring and fixtures	. 24.62		
•	40,517.18		
Branch buildings and grounds:			
Ballard	. 26.91		
Green Lake	1,500.65		
University	505.65		
West Seattle	500.65		
_	2,533.86		
Total buildings and grounds		43,051.04	
Total expenditures		\$121,220.63	
Refund of licenses	10.00		
Entry to adjust discrepancy between			
comptroller's warrant register and	l		
comptroller's fund ledger	179.93	189.93	\$121,410.56
Balance in fund January 1, 1909			\$ 381.33

Appendix C—Table 2 Library Collections

The library collections and the disposition made of them are shown in the following recapitulation from the library cash book:

Cash Dr.					
To balance on hand January 1, 1908		\$	53.36		
Old furniture			176.25		
Scrap-iron			2.00		
Old newspapers			8.00		
Pay collection of duplicate books:					
Main library	\$698.10				
Branches	27.20				
Lost duplicates	11.35		736.65		
Reserve postals			85.06		
Publications sold			8.15		
Lost books paid for			202.02		
Temporary deposits			97.64		
Five-dollar deposits			585.00		
Fines for overdue books		3	,385.84		
Miscellaneous			4.80		
Cash Cr.					
By refunds for lost books returned				\$	46.55
Publications returned					.05
Temporary deposits refunded					96.19
Five-dollar deposits refunded					630.00
Miscellaneous					2.60
Deposited with city treasurer for library fund				4	,535.00
Balance on hand December 31, 1908					34.38
Total		\$5	344.77	\$5	344.77

Appendix D—Table 1 Bindery

Volumes bound and rebound

CLASS	MATERIAL		N	UMBE	R AN	D SIZ	E	VALUE
	131111111111111111111111111111111111111	F	Q	0	12mo	16mo	TOTAL	
Fiction	Full imperial cloth	16	10		3320	346	4434	\$3573.65
Non-fiction	Half Am. russia	26	105		662	62	1443	1267.25
Non-fiction	Half canvas	8	4	II	2		25	17.15
Non-fiction	Full cloth			7	2		9	4.50
Non-fiction	Paper boards		8	24	340	5	377	37.70
Non-fiction	Half vellum cloth			40	66	10	116	29.00
Periodicals	Half morocco	193	224	223			640	989.00
Newspapers.	Half canvas	94					94	188.00
Misc	Rebound in old case		3	25	200	2	230	115.00
		337	419	1595	4592	425	7368	\$6221.29

Other work

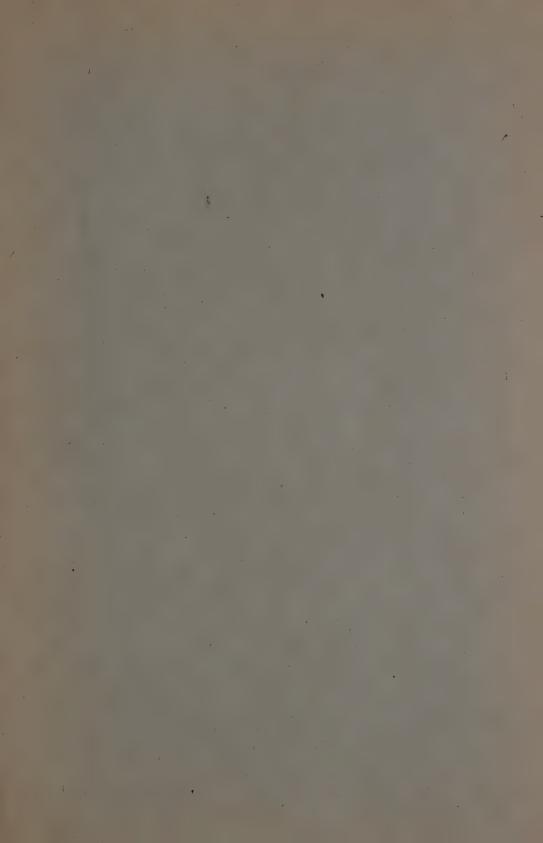
	NUMBER	RATE	VALUE
Magazine covers	258	.50	\$129.00
Volumes lettered	14173	.05	708.65
Volumes mended	2500	.03	75.00
Volumes mended	501	.10	50.10
Maps mounted	30	.50	15.00
Boxes	37	.50	18.50
Periodicals stabbed and stitched	157	.02	3.14
File cases	6	1.00	6.00
Manila envelopes	100	.025	2.50
Portfolios, I @ 50^{\emptyset} Pictures mounted, 8 @ 5^{\emptyset} Shelf list cases, I @ 15^{\emptyset} Desk blotters, I @ 50^{\emptyset}			1.55
			\$1009.44
Total			\$7230.69

Appendix D—Table 2

Schedule used in estimating value of work done in library bindery

		SIZE AND VALUE			
Material,	Over 12	10-12	Octavo 8-10 inches	7-8	16mo 6-7 inches
Full imperial cloth Half American russia	1.00 .75 1.65	.95 .70 I.55 aver aver aver	.90 .65 I.45 age \$0. age	.60 1.35 50 per v 10 per v 25 per v	

APR 9 1942
UNIVERSITY OF ILLINOIS





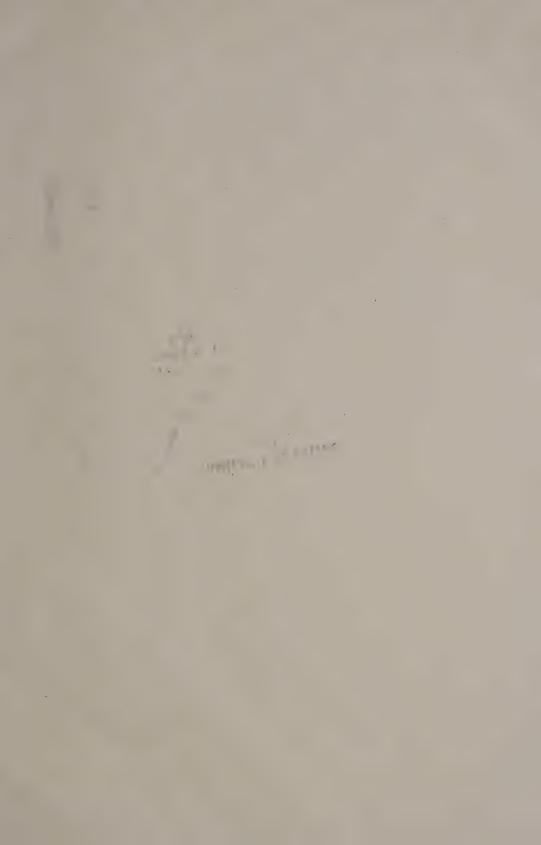


Seattle Public Library
1907



Seventeenth Annual Report







SEVENTEENTH ANNUAL REPORT

OF THE

SEATTLE PUBLIC LIBRARY

1907

THE LIBRARY OF THE APR 9 1942 UNIVERSITY OF ILLINOIS

PRESS OF
DEARBORN PRINTING COMPANY, SEATTLE, WASHINGTON

Library Board, 1907-1908

G. A. C. Rochester, Chairman	Term expires April, 1912
GEORGE E. WRIGHT, Vice-Chairman	Term expires April, 1914
James H. Lyons, M. D.	Term expires April, 1908
SIDNEY S. ELDER	Term expires April, 1909
Frederick M. Padelford	Term expires April, 1913
JAMES MURPHY	Term expires April, 1910
Andrew Weber	Term expires April, 1911
Judson T. Jennings, Secreta	วาง.

Standing Committees

Administration	Messrs. Lyons, Wright, Elder
Art Gallery and Museum	Messrs. Weber, Padelford, Murphy
Books and Periodicals	Messrs, Padelford, Lyons, Wright
Branches and Delivery Stations	Messrs. Elder, Murphy, Weber
Building and Grounds	Messrs. Murphy, Elder, Padelford
Finance	Messrs. Wright, Weber, Lyons

The Chairman of the Board is ex officio a member of all committees.

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SEVENTEENTH ANNUAL REPORT

To the Honorable, The Mayor, and City Council of Seattle.

Gentlemen: The Library Board has the honor to transmit the report of the Library Department for the year 1907.

Respectfully,

G. A. C. ROCHESTER,

Chairman.

Seattle, Washington, January 1, 1908.

Report of the Librarian

To the Library Board of the City of Seattle.

Gentlemen:—I beg to submit for your consideration the following report on the work of the Seattle Public Library for the year 1907. Your present librarian began his duties October 1, 1907, and his administration therefore covers only the last three months of the year.

The chief event in the year's history was the resignation September 30th of Mr. Charles Wesley Smith, librarian of the Seattle Public Library since 1895. Mr. Smith's decision to leave library work and resume the practice of law was deeply regretted by his friends in Seattle and in the library world. The splendid record of the growth of the library during the twelve years of his administration and the present high standing of the institution in the community are the best tributes to his faithful and energetic service.

Other happenings during the year were the acquisition of the Carnegie Library at Ballard, July 16th, through an extension of the city limits; the closing of the South branch, June 22d, because of extensive street regrading under way in that section, and the opening of two new reading rooms on the top floor at the main library—one for the periodical department and the other for the art department.

The new central library building was formally opened to the public December 19, 1906, and this report therefore covers the first full year in the new quarters. The circulation of books for home use increased from 302,203 in 1906 to 454,735 in 1907, a gain of 50 per cent. in one year. While this record of circulation is perhaps the most tangible evidence of the library's growth and usefulness, other departments of the work show a corresponding growth. The six reading rooms for public use have been crowded from the first, and the wisdom of the Board in following Mr. Carnegie's advice to plan the building for future extension is already apparent.

This increase in the use of the library is the best possible evidence that Mr. Carnegie's generosity is appreciated by the people of Seattle. It also proves that the mere transfer of a library to a beautiful and adequate home, properly located, adds largely to its effectiveness.

A bird's-eye view of the size and growth of the library and a comparison with the previous year is given in the following table. The work of the various departments is explained more fully in later pages and complete tables of statistics are given in the appendices.

Summary		
· ·	1906	1907
Number of volumes December 31	81,035	93,794
Number of volumes added during the year	9,709	12,759
Number of periodicals received, including duplicates	555	673
Number of newspapers received, including duplicates	110	136
Number of borrowers registered during the year	9,889	19,229
Total registration December 31	22,444	29,118
Circulation of books for home use	302,203	454,735
Number on staff December 31	52	74
Total receipts from city	\$88,763.42	\$87,037.98
Regular maintenance expenses	49,527.12	78,366.71
Expenditures for new building	83,362.70	48,195.91

Financial

At the beginning of the year there was a balance in the library fund of \$37,434.87.

The amounts received from various sources during the year included \$37,009.82 from taxes, \$45,122.09 from licenses, fines and fees, \$4,906.07 from library collections, and \$9,800 from Mr. Andrew Carnegie (completing his donation of \$220,000 for the central library building).

These various items made a fund of \$134,272.85 at the disposal of the board for library purposes. Of this amount \$48,195.91 has been expended in connection with the new building, \$78,366.71 for regular expenses of maintenance and \$967.88 for refunds of licenses, leaving a balance of \$6,742.35 in the fund at the close of the year. A detailed statement of these receipts and expenditures is given in Appendix C.

The opening of the periodical department in January and the art department in June, as well as the acquisition of the Ballard branch library in July, increased the operating expenses considerably during the latter part of the year. For these reasons and owing to the steady increase in the use of the library the cost of operation during the coming year will be much larger than in 1907. The amount appropriated for maintenance expenses for 1908, however, is \$78,540.00, or only \$173.29 more than was actually spent for that purpose in 1907. To bring the expenses within this allowance it will be necessary to practice strict economy and it will be impossible to open new branches or extend the library work in any way. It is hoped that the city council will appreciate the need of a liberal increase in the appropriation for maintenance expenses in 1909. The importance of the public library as an educational and civilizing influence in the community is daily becoming more widely recognized. While the profits from such an investment can not be guoted in dollars and cents they are none the less real.

The city council has dealt generously with the library, however, in making the following appropriations for special purposes for the coming year: For assessments and expenses connected with the regrading of Fourth Avenue, \$29,200.80; for beginning work on the retaining wall and approach in front of the library building, \$15,000; and for unpaid bills in connection with the construction and equipment of the central building, \$14,000. These additional amounts bring the total appropriation to \$136,740.80 for the coming year.

Training Class

An examination of applicants for admission to the training class was held in March and five pased the required grade. Three of these candidates, Miss Charlotte S. Best, Miss Mary B. Brainerd and Miss Addie J. Phinney, completed the six months' course, passed the civil service examination and received permanent appointments on the library staff.

Accessions

The growth of the library during the year is shown in the following table, the whole number of volumes added being 14,599, and the number withdrawn 1,840, leaving a net increase of 12,759.

SIZE AND GROWTH OF THE LIBRARY BY CLASSES

CLASS	Volumes in Library Jan.1,1907	Accessioned in 1907	Withdrawn in 1907	Volumes in Library Jan. 1, 1908
General works		988	******	7,737
Philosophy	1,155	152	12	1,295
Religion		449	- 19	3,074
Sociology		744	33	5,648
Philology	350	56		406
Natural science		582	25	4,818
Useful arts	4,686	684	14	5,356
Fine arts	3,831	417	4	4,244
Literature (except English ficti	ion) 8,270	1,339	48	9,561
English fiction	24,648	6,303	1,578	29,373
Travel	7,708	944	61	8,591
Biography		1,051	16	6,155
History	6,676	890	30 -	7,536
Total	81,035	14,599	1,840	93,794

The gifts during the year included 200 volumes and 852 pamphlets. A list of the donors is given in Appendix E.

The bindery in the library building turned out 4,737 volumes of new binding during the year in addition to considerable miscellaneous work. A complete statement of all work done in the bindery is given in Appendix D.

Cataloguing

The dictionary card catalogue of this library is in duplicate, one copy being kept in the circulation department and one in the reference room. Printed cards from the Library of Congress are used whenever they are obtainable and typewritten cards are made for other books.

During the past year 8,927 volumes were catalogued for the main library and 1,510 for the branches. Card catalogues were also made for the South and Green Lake branches and, with the catalogue of the Fremont Branch, were brought down to date. Cards for books in series have been revised and considerable time has been spent in stamping the cards for books kept in the open shelf room and in the art department. The twelve numbers and index of volume seven of the Monthly Bulletin were prepared and put through the press by the catalogue department.

During the coming year in addition to the routine work and the cataloguing of current additions the department expects to finish the stamping of cards for open shelf books; to bring and keep to date the filing of cards in the Library of Congress depository catalogue, and to complete the fine arts finding list for publication. Important revising also needs attention, various changes are needed in cards for history, travel and biography, and the Ballard and University branches are still without catalogues.

Registration and Circulation

The total number of borrowers registered during the year, including adult, juvenile and branches, was 19,229, an increase of 94 per cent. over the 9,889 registrations in the year 1906. All borrower's cards expire at the end of two years and the total number of cards in force January 1, 1908, was therefore 29,118.

The number of volumes issued for home reading from the library system in 1907 was 454,735, an increase of 50 per cent. over the circulation in 1906. Full tables of circulation are given in Appendix B. The great increase in registration and in circulation is probably due to several causes, among which may be mentioned the rapid increase in population, the extension of the city limits and the borrowing privilege which went with it, the impetus given by the transfer to the new building, the addition of the Ballard branch library and the popularity of the open shelf plan.

The duplicate pay collection of current fiction still proves popular and permits a more satisfactory use of the main book fund. As soon as they pay for themselves these books are transferred to the regular shelves. On January 1, 1908, this collection contained 582 volumes, representing 98 different titles, and the receipts during the year amounted to \$799.91.

Children's Department

During the year just closed 74,642 books were issued from the children's room at the main library. The number of children now borrowing books from this room numbers about 5,000, of which 2,547 were registered in 1907.

A Story Hour is held every Wednesday afternoon at 3:30 from October until May, when stories from books upon the library shelves are told to the children in order to guide their reading in the

right direction. The fact that the total attendance at the thirty-four Story Hours held in 1907 was 1,937 speaks for their popularity.

Forty-five rooms in sixteen schools were visited during the year by the children's librarian in order to tell the children about the public library and how they may use it.

The library has also received ten visits, with a total of 485 children, from the schools. Each time the children came with their teacher or principal and were shown each department of the library and given opportunity to register as borrowers.

The experiment was tried last year of keeping the children's room open until nine o'clock one evening a week for the benefit of the older boys and girls who work until six o'clock, the hour when the room is usually closed. Thursday evening was chosen as night school is not in session then. The total attendance was 935.

Reference Work

Though the full time of four people is devoted to serving readers in this department the work is of such a character that results can not be definitely reported. The use of the reference room by the school students and debating clubs has increased. Since this is the largest library in this section, many reference queries are received by mail from the surrounding country. Such letters are always answered, but the service is often unsatisfactory owing to the vagueness of many of the requests. The decrease in the use of the library for reference purposes by the faculty and students of the University of Washington is doubtless owing to the increased efficiency of the University library. Some progress has been made in arranging and listing the miscellaneous government documents and in securing missing numbers. The library of the University of Washington is the only designated depository in Seattle for the Congressional series of United States government documents.

Fine Arts Room

Early in the summer all books in the reference and circulation departments relating to architecture, sculpture, drawing, painting, engraving, photography and music were transferred to the small reading room on the top floor and this room was opened June 17th, as a fine arts department. In addition to the books a beginning has been made in gathering a loan collection of pictures for the use

of schools and clubs. No funds were available for this purpose, but about 1,000 pictures collected through donations and in other ways are being classified and mounted. The department is indebted to Mr. E. Brainerd for a donation of forty large engravings and for many favorable notices in the local press.

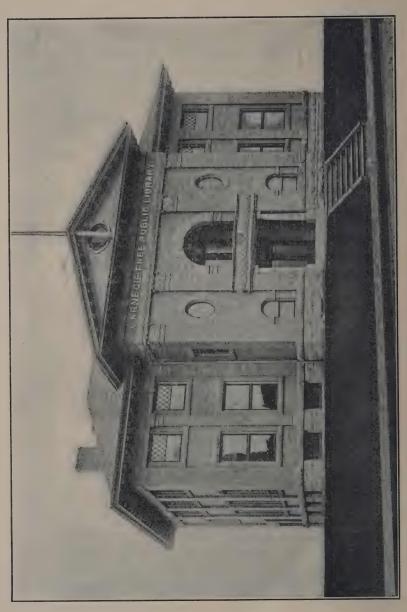
An exhibition of pictures relating to domestic architecture and interior decoration was held in November. Since its opening the fine arts department has been visited by approximately 9,000 people and 2,340 books and 614 pictures have been loaned.

Periodical Department

When the library moved into its new quarters in December, 1906, the periodicals were merely piled on tables in the open shelf reading-room. The increasing number of patrons and consequent overcrowding in this room soon made it necessary to provide better accommodations. The large south room on the top floor originally designed for an auditorium was therefore transformed into a periodical reading-room. The opera seats were removed, temporary racks, tables and chairs were installed and the room was opened as a periodical department in the latter part of January. The popularity of this large, pleasant reading-room has grown steadily since its opening. As soon as our funds will permit permanent furniture and equipment should be provided for this room and for the newspaper room at the north end of the ground floor. It is also planned to open the small room adjoining the newspaper room as a ladies' newspaper room during the coming year.

The periodical department has had on file this year 673 periodicals and 136 newspapers, including duplicate copies. New record cards, giving a detailed statement regarding each periodical were devised and considerable progress has been made in organizing the work of the department. Additional assistance is urgently needed as the routine work leaves little time for the present attendants to assist readers. Some change in the method of charging periodicals should also be made in order that the surplus stock of back numbers may be made more available to borrowers.

Records of the numbers of readers, kept at different times during the year show an average daily attendance of 587 in the newspaper room and 478 in the periodical room. A total of 9,345 periodicals were lent for home use during the year from the main library and the branches.



Branches

No new branch libraries were opened within the past year, but when the city of Ballard was annexed to Seattle its library, housed in a Carnegie building, came under our branch library system. The South branch was closed June 22d, owing to extensive regrade improvements going on in that district, and the books were sent to the Ballard branch. From January 1st to June 22d the circulation at the South branch was 4,800.

From July 16th, the date of the opening of the Ballard branch under our supervision, to December 31st, the circulation reached 20,278 and proved the need of skilled assistants and a larger collection of books to meet the requirements of the work. It was found necessary to provide two attendants, and a children's librarian sent from the main library now has charge of the children's room.

Fremont branch, which was opened February 2, 1903, had a circulation during 1907 of 22,970, showing an increase of 1,252 over the preceding year.

Green Lake branch, opened October 9, 1905, registered by turnstile during 1907, 18,056 visitors and had a home circulation of 21,315, a gain of 5,833 over 1906.

University branch, opened March 1, 1906, showed a circulation for 1907 of 24,716 as compared with 12,177, the circulation for the ten months of the previous year.

In February the library was moved into the old M. E. Church building, which gives more room, better light and opportunity for more efficient service.

Schools

During 1907, 417 circulating libraries containing 8,505 books were sent to the Seattle schools. The records show that 45,588 volumes were lent from these collections. Besides these, 135 libraries, containing 3,240 picture books and easy readers, were sent to the first, second and third grades for use in school rooms under direct supervision of the teachers. The school collection now contains about 14,000 volumes, including books for home circulation, others for use in the school rooms, and reference books, kept in the offices of the principals and lent to the teachers for use during school hours. In this way the library supplies books for fifty-six school buildings. The hearty co-operation of the superintendent of schools, supervisors, principals and teachers makes this work thorough and far-reaching.

Other Agencies

Libraries of from ten to twenty volumes have been sent to nineteen fire stations in traveling library cases and during the year 638 books have gone out. A few small collections of books and files of old magazines have also been sent to the following:

Academy of Holy Names
Bemis Bag Factory
Cascade Laundry
County Hospital
Crittenton Home
Industrial School
Jewish Settlement House
Orphans' Home
St. Rose's Academy
Seattle Electric Company Reading-room
Union Congregational Sunday-school
Washington High School
West Seattle Congregational Sunday-school

Publications

Volume seven of the Monthly Bulletin, the official publication of the library during 1907, contained, with the index, 340 pages. The following reference lists were published in the Bulletin during the year:

Christmas, in December number St. Patrick, in March number Thomas Bailey Aldrich, in April number

Owing to the condition of the library funds it has been decided to discontinue the publication of this Bulletin during the year 1908. The plan of publishing a cumulated list of the books added to the library during the year 1907 has also been abandoned, and the library has received credit for the linotype metal which had been held for that purpose.

The finding list of books on fine arts, which has been in type for more than a year, is being brought down to date and will soon be published in the same general style as previous lists.

Outlook

The greatest present need is additional branches in order that adequate library service may be given to all parts of the city. The extended city limits of Seattle include fifty-four square miles of land surface, over which the residents are widely distributed. A careful survey of the situation shows that at least eleven branch libraries will be required to serve this scattered population. At the present time four branches are in operation, only one of which occupies a permanent building. As this report is being prepared, the Board receives assurance that Mr. Carnegie will make an additional donation of \$105,000 for three branch buildings. The location, construction and equipment of these buildings is our present interesting task.

Active legal steps are also being taken to secure title to the Yesler Triangle property at the corner of Third Avenue and Yesler Way. This site is not far from the central library, but it is in a busy district and we believe that a branch library in this location containing an open shelf collection of books for circulation and a reading-room for books and periodicals would be liberally patronized by people who are not now users of the public library. The addition of a public convenience station and an information bureau may be advisable if a library is erected on this site.

At the central building the regrading of the streets necessitates the construction of an extensive retaining wall and approach on the Fourth Avenue frontage. As soon as the street regrading is finished the lot at the rear of the building should be graded and parked. If the streets can also be paved, it will be possible to keep the building cleaner.

Considerable work also remains to be done to complete the interior equipment. The contracts for the freight elevator and the book lift in the stack have been let, but the work is not finished. While we are not yet crowded for space in the book stack, the installation of floors and shelving for the three upper stack levels would facilitate our work. The ventilating system should be completed at the first opportunity by installing motors and exhaust fans in the attic connecting with all exhaust flues from the reading rooms. These exhaust flues now open directly into the attic with no means of inducing draft, a practice condemned by the best authorities on ventilation. The room now occupied by the catalogue department is

difficult to heat owing to the fact that it is immediately above the cold air chamber which supplies fresh air for the building. This should be remedied. Permanent chairs, tables and equipment should be provided for the periodical and newspaper rooms and for other parts of the building where temporary makeshifts are still in use.

The overcrowding in many of the reading-rooms seems to indicate that the enlargement of the main building will be necessary in a very few years. The opening of additional branches, however, may relieve this pressure to some extent. Another source of relief, when the Washington State Art Association moves to a home of its own, will be to transform the room they now occupy into a useful arts reading-room. The experiment of a separate room and a special attendant for technical books is being tried successfully in many of the larger libraries. The transfer to such a room of all books on medicine, engineering, agriculture, commerce, business, trades and manufactures would certainly enable us to improve the service and relieve the pressure elsewhere.

Respectfully submitted,

JUDSON T. JENNINGS,

Librarian.

Appendix A

Library Staff, December, 1907

EXECUTIVE DEPARTMENT

EXECUTIVE DEPARTME	LN I
Librarian	
First Assistant Librarian	Mrs. Sophie W. Barker
Second Assistant Librarian	Mrs. Minna P. Reese
Auditor	JEANNE A. BOWMAN
ORDER DEPARTMEN	Т
Order Clerk	Jessie F. Ogden
ACCESSION DEPARTME	
Chief	
Invoice Clerk	
Assistant	
Page	
CATALOGUE DEPARTM	
Chief and Classifier	
Assistant Cataloguer	
Assistant Cataloguer	HAPPIET ALLISON
Typist	
CIRCULATION DEPARTM	
Superintendent of Circulation	
Assistant Superintendent of Circulation	
Assistant	
Assistant	
Assistant	
Assistant	
Assistant Mrs.	
Assistant	
Assistant	
Assistant	
Telephone Operator	
Page	
CHILDREN'S DEPARTM	
Chief	Alice A. Blanchard
Assistant	
Assistant	
Assistant	Helen Shelton
	KENHELM STOTT

REFERENCE DEPARTMENT

Chief	
Reference Attendant	MRS GERTRUDE F. HESS
Reference Attendant	
Reference Attendant	
Page	ALERED D CAMERON
ART DEPARTMENT	
Chief	
Reference Attendant	
PERIODICAL DEPARTM	ENT
Chief	
Reference Attendant	JOSEPH B. HARRISON
Custodian of Newspapers	ALFRED J. VILLARS
Sunday Custodian	J. W. Twiss
Page	
BRANCH DEPARTMEN	TT .
Superintendent	
Librarian University Branch	
Librarian Fremont Branch	
Librarian Green Lake Branch	
Librarian Ballard Branch	
Children's Librarian, Ballard Branch	
Assistant Branch Department	
Messenger	
Messenger	
-	
BINDERY DEPARTMENT	
Foreman	
Forwarder	
Forwarder	
Stitcher	
Stitcher	Elizabeth McPhie
MECHANICAL DEPARTM	MENT
Chief Engineer	
Assistant Engineer	
Elevatorman	
Watchman and Janitor	
Watchman Sundays	
Janitor	
Cleaner	
Cleaner Branches	
Janitor Ballard	

Appendix B—Table 1
Total Circulation by Months

	MAIN LIBRARY	BALLARD BRANCH	FREMONT	GREEN LAKE BRANCH	SOUTH	UNIVERSITY BRANCH	SCHOOLS	DEPOSIT	TOTAL
January	22,792		1,961	1,928	1,315	1,852	2,254	134	32,236
February	25,338		2,000	1,963	815	1,833	3,411	47	35,407
March	28,420		2.370	2,031	764	2,155	2,228	35	38,003
April	26,999		2,148	2,107	1,041	2,155	5,850	IO	40,310
May	24,882		1,828	1.803	692	I,883	426	15	31,529
June	22,203		1,588	1,496	173	1,803	14,083	48	41,394
July	22,512	1,038	1,389	1,400		1,771		111	28,121
August	25,364	2,764	1,485	1,622		1,992	:	167	33 394
September	24,245	2,862	1,424	1,344	:	1,780	:	79	31,734
October	30,123	4.340	2,043	1,931	:	2,358	2,938	20	43,753
November	32,652	5,154	2,496	1,397		2,727	2,654	09	47,140
December	28,860	4,120	2,238	2,293		2,407	11,744	52	51,714
TOTAL	314,390	20,278	22,970	21,315	4,800	24,716	45,588	829	454,735

Appendix B—Table 2

Total Circulation by Classes

CLASS	Main Library	Ballard Branch	Fremont	Green Lake Branch	South	University Branch	Schools	Deposit Stations	Total	Per Cent.
General Works	1,678		27				47		1,752	.39
Philosophy	3,942	. 32	33	39	15	66		12	4,172	.92
Religion	4,500	172	143	183	54	220	1,517	Ŋ	6,794	1.49
Sociology	6,748	691	226	262	72	348	730	94	8,601	1.89
Philology	424	∞	3	4		6	13		461	oI.
Natural Science	6,102	268	315	261	44	341	2,217	3	9,551	2.10
Useful Arts	8,267	294	343	270	59	313	172	4	9,722	2.14
Fine Arts	7,925	247	334	383	95	483	250	20	9,722	2.14
Literature (except fiction)	21,285	759	724	972	274	1,085	2,050	22	27,171	5.98
History and Travel	22,135	1,450	1,603	1,391	44 i	1,526	7,494	81	36,121	7.94
Biography	8,719	529	909	448	96	449	3,196	30	14,073	3.09
Fiction	212,869	16,264	18,268	16,449	3,570	19,191	27,902	470	314,983	69.27
Books for Blind	14								14	10°
Pictures	614								614	.13
Picture Books	1,639								1,639	.36
Periodicals	7,529	98	345	653	80	652			9,345	2.05
Torar	314,390	20,278	22,970	21,315	4,800	24,716	45,588	678	454,735	100.00

Appendix B—Table 3
Adult Circulation by Classes

CLASS	Main Library	Ballard Branch	Fremont Branch	Green Lake Branch	South	University Branch	Deposit Stations	Total	Per Cent.
General Works	218		8					220	80.
Philosophy	3,855	25	33	34	6	95	12	4,063	1.42
Religion	3,538	29	29.	43	3	150	S	3,835	1.34
Sociology	5,299	80	93	138	6	227	46	5,892	2.06
Philology	383	7	•	3		6		402	.14
Natural Science	4,289	43	69	63	7	175	3	4,649	1.63
Useful Arts	7,140	78	123	113	15	177	4	7,650	2.67
Fine Arts.	6,059	41	94	95	IO	290	S	6,576	2.30
Literature (except Fiction)	18,747	381	351	558	54	750	22	20,863	7.29
History and Travel	14,223	424	490	465	70	169	81	16,444	5.75
Biography.	6,470	157	211	9/1	13	250	30	7,307	2.56
Fiction	161,708	7,451	8,964	7,878	1,212	11,205	470	198,888	69.45
Books for Blind	14							14	IO.
Pictures	614							614	.22
Periodicals	7,191	83	345	588	80	519		8,806	3.08
Total	239,748	8,837	10,786	10,154	1,482	14,538	678	286,223	100.00

Appendix B—Table 4

Juvenile Circulation by Classes

						-			-
CLASS	Main Library	Ballard Branch	Fremont Branch	Green Lake Branch	South Branch	University Branch	Schools	Total	Per Cent.
General Works	1,460		25			,	47	1,532	06.
Philosophy.	87	7		5	9	4		109	90°
Religion	296	105	114	140	51	70	1,517	2,959	1.76
Sociology	1,449	68	133	124	63	121	730	2,709	19.1
Philology	41	н	3	I			13	59	.04
Natural Science	1,813	225	246	861	37	991	2,217	4,905	2.91
Useful Arts	1,127	216	220	157	44	136	172	2,072	I.23
Fine Arts.	1,866	206	258	288	85	193	250	3,146	1.87
Literature (except Fiction)	2,538	378	373	414	220	335	2,050	6,308	3.74
History and Travel	7,912	1,026	1,113	926	371	835	7,494	19,677	11.68
Biography	2,249	372	395	272	83	199	3,196	992'9	4.02
Fiction	51,161	8,813	9,304	8,571	2,358	7,986	27,902	116,095	68.89
Picture Books.	1,639							1,639	.97
Periodicals	338	3		65		133		539	.32
Total	74,642	11,441	12,184	11,161	3,318	10,178	45,588	168,512	100,00

Appendix C-Table 1

Financial Statement

RECEIPTS

Balance in library fund January 1, 1907		\$ 37,434.87	
Library collections			
Licenses, fines and fees			
Taxes			
Mr. Andrew Carnegie		111 145 50	
Loan from general fund	14,307.55	111,145.53	
Total receipts including balance			\$148,580.40
EXPENDIT	URES		
General:	20 (07 05		
Pay-roll			
Light and water	985.72		
Telephone	335.95 521.57		
Insurance	799.94		
Furniture and fixtures	8.033.91		
Printing and supplies	3,623.84		
Janitorial pay-roll	3,204.01		
Ianitorial bills	631.26		
Miscellaneous	782.05	\$ 49,616.10	
	702.05	Ψ 42,010.10	
Heating: Pay-roll	2,199.05		
Plant	132.83		
Fuel	1,466.37		
Miscellaneous	251.70	4,049.95	
	251.70	7,077.73	
Branches:	4,583,98		
Pay-roll	799.38		
Miscellaneous	1,387.23	6,770.59	
	1,507.25	0,770.59	
Bindery:	4 727 29		
Pay-roll	4,727.28 223.25		
Plant	485.80	5,436,33	
Supplies	403.00	J. 4 JU.JJ	
Accessions:	10 146 27		
Books			
Periodicals	2,320.72	12 402 74	
Miscellaneous		12,493.74	
Total maintenance		78,366.71	
New building:			
Heating and ventilating system			
Stacks			
Light fixtures			
Building	34,639.99	(2 502 46	
Fourth Avenue condemnation assessment.	14,307.55	62,503.46	
Refund of licenses		967.88	
Total expenditures			141,838.05
Balance in fund January 1, 1908			\$ 6,742.35
Datance in rand January 1, 1700			Q 0,174,23

Appendix C-Table 2

Library Collections

The library collections and the disposition made of them are shown in the following recapitulation from the library cash book:

Cash Dr.			
To balance on hand January 1, 1907\$	29.23		
Rent	15.20		
Reserve postals	26.95		
Publications sold	21.95		
Pay collection of duplicates	799.91		
Lost books paid for	156.79		
Temporary deposits	116.63		
Five-dollar deposits	525.00		
Fines for overdue books2	,867.92		
Miscellaneous	234.41		
Cash Cr.			
By postals bought		\$	35.25
Lost books returned			37.28
Temporary deposits refunded			112.18
Five-dollar deposits refunded			430.00
Miscellaneous			1.62
Deposited with city treasurer for library fund		4	,124.30
Balance on hand December 31, 1907			53.36
Total	.793.99	4	.793.99

Appendix D

Bindery-Volumes Bound and Rebound

CLASS	MATERIAL			N	UMBI	ER		VALUE
		F	Q	0	12mo.	16mo.	TOTAL	
Fiction Non-Fiction Non-Fiction Non-Fiction Non-Fiction Magazines Newspapers.	Full Imperial Cloth Half Am. Russia Half Canvas Full Cloth Paper Boards Half Morocco Half Canvas	9		334	2124 261	144 23	2884 677 26 21 260 762 107	\$2335.65 597.30 15.70 10.50 39.00 1164.80 214.00
		202	463	1119	2385	170	4737	\$4376.95

Other Work

	No. l'ieces	VALUE
Magazine Covers	529	\$264.50
Volumes Lettered	14553	727.65
Volumes Recased	208	104.00
Volumes Mended	2067	65.00
Portfolios	34	21.35
Maps and Pictures Mounted	6	1.75
Shelf List Cases	73	11.15
Boxes	64	33.00
Desk Blotters, Manila Envelopes	120	15.50
Mail Sacks	2	3.50
	17656	\$1247.40
Total		\$5624.35

Appendix E

List of Donors, 1907

Adriance Memorial Library, Poughkeepsie, N. Y.

American Academy of Political and Social Science, Philadelphia, Pa. American Art Galleries, New York,

American Bar Association.

American Watercolor Society.

Armour Institute, Chicago, Ill.

Atlas Portland Cement Co., New York, N. Y.

Barth, Edgar F., Seattle, Wash. Birmingham, Eng., Free Libraries. Boston Art Club, Boston, Mass. Boston Museum of Fine Arts, Boston,

Boston Port and Seamen's Aid Society, Boston, Mass.

Brainerd, Erastus, Seattle, Wash. Bronson Library Fund, Waterbury,

Brookline, Mass., Public Library. Brooklyn, N. Y., Public Library. Brooklyn Institute of Arts and Sciences, Brooklyn, N. Y.

Browne, Mrs. Alice Harriman, Seattle, Wash.

Buffalo, N. Y., Public Library. Burlington, Ia., Free Public Library. Butte, Mont., Free Public Library. California State Library, Sacramento, Cal.

Cambridge, Mass., Public Library. Carnegie Free Library, Allegheny, Pa. Carnegie Free Library, Braddock, Pa. Carnegie Library, Atlanta, Ga. Carnegie Library, Pittsburgh, Pa. Central Conference of American Rabbis, New York, N. Y.

Chicago, Ill., Public Library.

Cincinnati, O., Public Library. Columbia University, New York, N.Y. Cornell University, Ithaca, N. Y.

Dayton, O., Public Library and Mu-

Detroit, Mich., Free Public Library. District of Columbia Public Library, Washington, D. C.

Drexel Institute, Philadelphia, Pa. DuBois, W. E. B., Atlanta University, Atlanta, Ga.

Duluth, Minn., Public Library. Eau Claire, Wis., Public Library. Enoch Pratt Free Library, Baltimore, Md.

Fall River, Mass., Public Library. Feidler, F. J., Seattle, Wash. Fitchburg, Mass., Public Library. Fletcher Free Public Library, Burlington, Vt.

Forbes Library, Northampton, Mass. George Washington University, Washington, D. C.

Gloversville, N. Y., Public Library. Hartford, Conn., Public Library. Hartford, Conn., Theological Seminary.

Hartman, Hon. John, Seattle, Wash. Harvard University, Cambridge, Mass. Haverhill, Mass., Public Library. Hawley, Mrs. A. S., Seattle, Wash. Indiana Public Library Commission, Indianapolis, Ind.

International Correspondence Schools, Scranton, Pa.

Jacksonville, Fla., Free Public Library. Japanese Consulate, Seattle, Wash. John Crerar Library, Chicago, Ill. Johns Hopkins University, Baltimore, Md.

Lake Mohonk Conference, Lake Mohonk, N. Y.

Ledyard, Lewis C., New York, N. Y. Leech, R. H., Seattle, Wash.

Leland Stanford Junior University, Palo Alto, Cal.

Lexington, Ky., Public Library.

Library of Congress, Washington, D. C. Los Angeles, Cal., Free Public Li-

brary.

Louisville, Ky., Free Public Library. Malden, Mass., Public Library.

Manchester, N. H., City Library.

Marshalltown, Ia., Free Public Library.

Maryland Bureau of Statistics and Information, Baltimore, Md.

Massachusetts Horticultural Society, Boston, Mass.

Massachusetts Institute of Technology, Boston, Mass.

Massachusetts State Board of Charity, Boston, Mass.

Metcalfe, J. B., Seattle, Wash.

Michigan State Board of Health, Ann Arbor, Mich.

Milwaukee, Wis., Public Library. Minister of Mines of the Province of

British Columbia, Victoria.

Minneapolis, Minn., Public Library.

Montana Department of Public Instruction, Helena, Mont.

Montana Historical Society, Helena, Mont.

Mt. Holyoke College, South Hadley, Mass.

Nashville University, Nashville, Tenn. National Academy of Science, Washington, D. C.

National Prison Association, Indianapolis, Ind.

Nebraska Public Library Com., Lincoln, Neb.

New Academy of Holy Names, Seattle, Wash.

Newark, N. J., Free Public Library.

New Bedford, Mass., Free Public Library.

New York Chamber of Commerce, New York, N. Y.

New York Mercantile Association, New York, N. Y.

New York State Education Department, Albany, N. Y.

New York State Railroad Commission, Albany, N. Y.

North Carolina Bureau of Labor Statistics, Raleigh, N. C.

Northwestern University, Evanston, Ill. Oberlin College, Oberlin, O.

Ohio Bureau of Labor Statistics, Columbus, C.

Osterhout Free Library, Wilkesbarre, Pa.

Ottawa, Can., Superintendent of Immigration.

Ottumwa, Ia., Public Library.

Paterson, N. J., Public Library.

Pennsylvania Academy of Fine Arts, Philadelphia, Pa.

Pennsylvania Prison Society, Philadelphia, Pa.

Perkins Institute, Boston, Mass.

Philadelphia Art Club, Philadelphia,

Philadelphia, Pa., Free Library.

Portland, Ore., Chamber of Commerce.

Portland, Ore., Library Association. Pratt Institute Free Library, Brooklyn, N. Y.

Princeton University, Princeton, N. J. Providence, R. I., Public Library.

Rhode Island Commissioners of Education, Providence, R. I.

Rohrbacher, C. A., Seattle, Wash.

St. Joseph, Mo., Public Library.

St. Louis Mercantile Association, St. Louis, Mo.

St. Louis Museum of Fine Arts, St. Louis, Mo.

St. Louis School of Fine Arts, St. Louis, Mo.

St. Paul, Minn., Public Library. Salem, Mass., Public Library. San Diego, Cal. Public Library. San Francisco, Cal., Public Library. San Francisco Relief and Red Cross Funds, San Francisco, Cal. Seattle Pocket Guide, Seattle, Wash. Sioux City, Ia., Public Library. Simmons College, Boston, Mass. Smith, C. W., Seattle, Wash. Smithsonian Institution, Washington, D. C. Somerville, Mass., Public Library. Springfield, Mass., City Library Association. Still College of Osteopathy. Tantrik Press, New York, N. Y. Toledo, O., Public Library. Toronto, Can., Public Library. Towle Manufacturing Co., Newburyport, Mass. Trenton, N. J., Public Library.

Union College, Schenectady, N. Y.

Washington, D. C.

sion, Washington, D. C.

United States Bureau of Republics,

United States Civil Service Commis-

United States Department of Agriculture, Washington, D. C.

merce and Labor, Washington, D.C. United States Department of the Interior, Washington, D. C. United States Treasury Department, Washington, D. C. United States War Department, Washington, D. C. University of California, Berkeley. University of Chicago, Chicago, Ill. University of Illinois, Urbana, Ill. University of Michigan, Ann Arbor. University of Oregon, Eugene, Ore. University of Virginia, Charlottesville. Utah Agricultural College, Logan, Utah. Warder Public Library, Springfield, O. Washington, D. C., Inaugural Committee. Washington State College Agricultural Experiment Station, Pullman. Washington State Library, Olympia. Wellesley College, Wellesley, Mass. Wilmington Institute, Wilmington, Del. Wisconsin Free Public Library Com., Madison. Wis. Worcester, Mass., Free Public Li-

Yale University, New Haven, Conn.

United States Department of Com-

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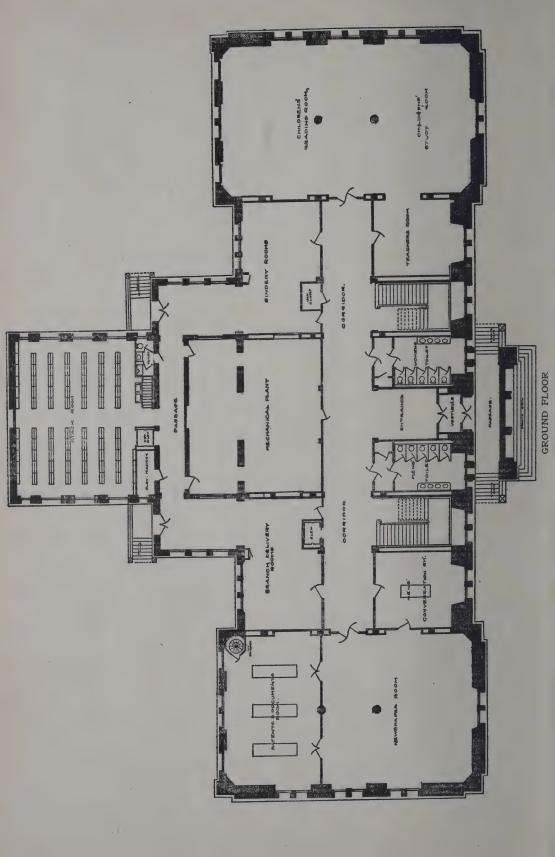
LIBRARY BOARD, 1906-1907

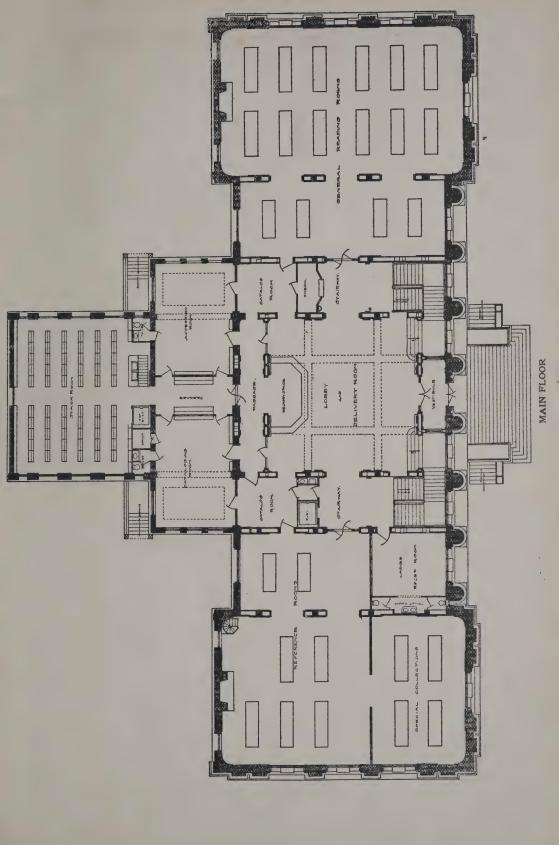
J. A. STRATTON, Chairman Term expires April, 1910
CHARLES E. SHEPARD, Vice-Chairman Term expires April, 1913
G. A. C. ROCHESTER Term expires April, 1912
REV. W. A. MAJOR Term expires April, 1907
JAMES H. Lyons, M. D Term expires April, 1908
SIDNEY S. ELDER Term expires April, 1909
REV. J. P. D. LLWYD Term expires April, 1911
CHAS. WESLEY SMITH, Secretary,

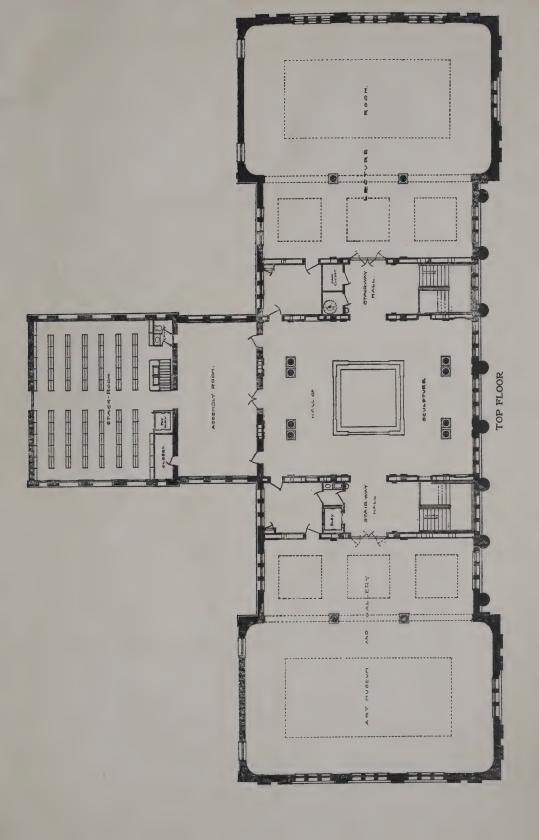
STANDING COMMITTEES

Administration Messrs. Rochester, Elder, Shepard
Art Gallery and Museum Messrs, Major, Lyons, Llwyd
Books and Periodicals Messrs. Shepard, Llwyd, Lyons
Branches and Delivery Stations . Messrs. Elder, Rochester, Major
Building and Grounds Messrs. Llwyd, Major, Shepard
Finance Messis. Lyons, Elder, Rochester

The Chairman of the Board is ex officio a member of all committees.









Sixteenth Annual Report

To the Honorable the Mayor and City Council of Seattle.

Gentlemen:—The Library Board has the honor to transmit the report of the Library Department for the year 1906.

Respectfully,

J. A. STRATTON, Chairman.

Seattle, Washington, January 1, 1907.

REPORT OF THE LIBRARIAN.

To the Library Board of the City of Seattle:

Gentlemen: I beg to submit for your consideration this report for 1906, the sixteenth annual report of the library and the twelfth which it has been my privilege to prepare.

BUILDING.

Overshadowing all events of this, or any other, year stands the completion and occupation without accident of the permanent home of the library, the splendid fireproof building for which Andrew Car-

negie gave the sum of \$220,000 to the city of Seattle.

This generous gift, the promise of which came January 5, 1901, the same week that the old library was destroyed by fire, is now a reality, and the city owes a great debt of gratitude to the man who has done more than any other to put the public library in its rightful place as a factor in the life of the English-speaking race. His "gospel of wealth" and his conception of the man of wealth as a "trustee," to use his favorite term, are appropriately illustrated in the quotation from his own pen perpetuated in bronze upon the front of this building: "The surplus wealth of the few shall become in the best sense the property of the many because administered for the common good."

The building was opened on the nineteenth of December with elaborate ceremonies. Mr. Carnegie had been invited to be present, but was unable and sent his regrets in the following letter:

Charles W. Smith, Esq., Secretary, Public Library of Seattle, Seattle, Washington.

Mr. Carnegie tenders his thanks to the Library Board for the kind invitation to the opening of the library, and regrets that his engagements make it impossible for him to accept. But he begs to send his best wishes for the success of the library and the happiness of all the people of Seattle.

JAMES BERTRAM, Private Secretary.

The principal address was delivered by President Benjamin Ide Wheeler of the University of California. This and the other addresses of the evening were issued by the library in a special publication commemorative of the occasion.

It is a pleasure to record that the building bids fair to realize all that was expected of it. In capacity ranking with the first half dozen city libraries of the country, in beauty of design and in the mechanical adjustment of means to ends it is perhaps second to none. The building may fairly be characterized as a "librarian's library," built "from the inside out" after every important type of American library building had been studied and many prominent librarians had been consulted in the preparation of its plans.

Plans of the four different floors and the seven stack stories are shown elsewhere. In explanation of the arrangement I quote from

one of the published descriptions:

On the ground floor, which is entered from the west through doors directly under the main steps, is the children's reading room, 40x70 feet, one of the largest to be found in the country. Adjoining this is a place designated as the children's story-room in which the children's librarian will tell stories of an afternoon to such children as may desire to come. It is hoped by this feature to stimulate reading among the little people.

Large space for a bindery and storage of books is also provided on this floor. At the north end of the building is a room forty feet square, where all the newspapers received by the library will be kept. Ample accommodations have also been provided adjoining for government documents and other similar books. A somewhat new feature in library construction is introduced in the form of a men's conversation and smoking room, to be elaborately furnished with leather chairs

and sofas.

The main floor has its entrance from the great flight of steps leading up from Fourth avenue. Here will be found the open shelf circulating and reading room with a book capacity of fifteen thousand. The room is furnished with magnificent tables of antique oak and has a seating capacity of one hundred. The ceiling is twenty-two feet high and the room is seventy feet square. Corresponding to the men's conversation room on the lower floor there is on this a lavishly furnished

women's reception room and parlor and every convenience has here

been provided.

The reference room corresponds on the north end of the building to the reading room and in it are tables and shelves as in the other room. Several fireplaces add comfort and coziness to these rooms.

The delivery desk is also on this floor and from back of the desk entrance is gained to the steel book stacks. These stacks have a present capacity of some two hundred thousand books. Easy access to the various floors and to the stack is secured by electric elevators and book lifts. There are also ample accession and cataloging rooms here within easy reach of the books.

Directly to the side of the delivery desk is a parcel check room, in which will be stationed an attendant to take care of wraps and parcels of library visitors. Special rooms at either side are also

provided for the card catalogs.

Between the main and top floors is a mezzanine floor. Here without taking any appreciable space from the rest of the building are located the librarian's offices and various rooms to be used as class and lecture rooms. The Library Board will also have its offices meeting rooms on this floor.

The third story has three large rooms. One is set aside as a lecture room. The other large room will be used as an art gallery and museum. The remaining room on this floor is not so large as the other two and the purpose is to have it ultimately used for special

collections.

The library has an interior system of telephones and automatic tubes and an automatic heating and ventilating plant which does

everything for itself but supply the fuel.

To those who care for the artistic, the library will ever prove a source of pleasure. In it the architect and decorators have secured that much-desired effect, beauty and dignity simply expressed. Those who pass daily by the big gray stone building and glance at the handsome front have little idea how well the keynote of the architecture as expressed in this simple facade has been carried out within. The first impression on entering the lobby is of height and grace. predominating color note is othre with variations of lemon yellow, light cream and a touch of green in the capitals and scrolls of the paneling.

The floor of this lobby, as well as the floor of the stair landings and the court of the top floor, is tiled in marble mosaic, black, orange, green and white. The mosaic is of European marbles, the finest used in building. At the rear of the lobby is a handsome marble receiving

At the north of the lobby the reference room is done in a quiet green with a dark cork-covered floor and a cream ceiling, while the large fireplace is finished in dark brown tile. The general reading room at the south end is finished in the same style, except that the

fireplace is a dark green.

On the top floor is artistically the finest room in the building. This is the art gallery, a hall which has been finished in the colors recommended so often by the late James McNeill Whistler. A handsome gray is the tone of this room and the wainscoting and pillars are in relief of light cream. The general effect of grays and cream with the darker floor and excellent lighting is restful and pleasing to the the eye. The south room of the upper floor is finished with a dark green cork floor, sienna walls and a rich golden ochre ceiling. The pillars and moldings are in a lighter yellow.

The court of the upper floor is rich in detail of composite capitals, molding to form recesses for the placing of statuary and a heavy marble balustrade which surrounds the light well. This court and the

north and south pavilions are roofed with skylights.

Briefly, this describes the interior of the new home of the library.

* * Its marvelous modern conveniences and beautiful architecture will make it the show place of the city and an institution of which Seattle may well be proud.

In addition to Mr. Carnegie's gift, the city has already expended, or will have within the next few months, over \$100,000 to complete the present plant. The block of ground purchased less than five years ago for \$100,000 is now worth in the market six or seven times that sum. So that the city finds itself already in possession of a property worth approximately a million of dollars, a fit center for a great system of popular education and a source of profit, pleasure and pride to every citizen.

Though the present structure is of the generous proportions indicated, it is in fact only about one-third of the future completed building. So planned that the parts now standing have a perfect unity, but that any part may be added to as desired, it promises to fulfil every important demand which the coming city may make upon its central library. The building of the future, covering practically the entire block, 240x256 feet, a hollow quadrangle in form, with stack rooms crossing and recrossing the court, will have capacity for thousands of readers and millions of volumes.

This possibility of expansion was considered from the beginning the first requisite in the plans. Perhaps it may have required vision in past years to forecast the growth already realized, but contemplating the results of sixteen years, including the many vicissitudes of those years, it were surely no extravagance now to say that here must be one of the great public libraries of the world. The foundation is laid, the need exists, and it has a constituency who believe that tomorrow is theirs. Its destiny is manifest. "Go boldly. Go serenely. Go augustly. Who can withstand thee now?"

FINANCIAL.

Our treasury is indebted to Mr. Carnegie this year for contributions to the building fund in the sum of \$70,450, leaving a balance still due of \$9,800 to complete his payments. The appended tables give a summary of the receipts and expenditures for all purposes. A detailed exhibit of the latter is also shown in the Appendix:

Balance in fund, Jan. 1, 1906		
Expenditures Balance in fund, Jan. 1, 1907		\$134,190.12 37,434.87
Totale	\$171.624.99	\$171.624.99

RECEIPTS AND SOURCES OF THE FUND BY MONTHS.

	Carnegie	Library	Licenses		
	Fund.	Collections.	and Fines.	Taxes.	Total.
January		\$ 319.00	\$ 2,409.86	\$ 1,117.99	\$ 3,846.85
February		164.72	2,117.28	35.22	2,317.22
March	************	129.00	3,243.91	8,119.36	11,492.27
April		142.00	2,076.45	18,202.10	20,420.55
May		168.80	2,014.33	10,904.00	13,087.13
June \$	22,000.00	141.00	3,029.04	4,190.20	29,360.24
July			2,278.53	3,423.26	5,701.79
August		339.47	1,937.29	980.98	3,257.74
September		193.26	3,386.23	326.68	3,906.17
October	18,450.00	204.00	4,280.91	326.14	23,261.05
November		199.75	4,540.96	604.02	5,344.73
December	30,000.00	250.80	4,104.92	2,861.96	37,217.68
Total\$	70,450.00	\$2,251.80	\$35,419.71	\$51,091.91	\$159,213.42

EXPENDITURES BY MONTHS.

(Amount of warrants drawn against the fund by the comptroller each month, being in every case, however, for the expenses of the month previous.)

January	8,580.02
February	5,180.87
March	9,543.94
April	4,994.63
May	12,884.95
June	25,311.14
July	7,785.59
August	4,661.54
September	3,530.67
October	25,092.07
November	7,563.40
December	18,061.30
	\$134,190.12

The tax levy of three-fourths of a mill granted by the city council added to record receipts from the library's ten per cent. of the city licenses and fines, has produced the sum of \$88,763.42 as the regular income for the year. This is by far the largest sum ever received, almost double the income of the year previous. It, of course, includes certain amounts needed by the Board to supplement the building fund for which a considerable balance has been allowed to accumulate.

A sum very near this has, nevertheless, been already asked and granted for 1907 for the regular running expenses. It is estimated that the income provided will be between \$80,000 and \$90,000. That this is so the first year in the new building, shows the march of events since Mr. Carnegie's famous telegram regarding the annual maintenance fund of \$50,000 promised that week in January, 1901: "What does a city of 80,000 inhabitants need of \$50,000 annually to maintain a library?"

LIBRARY COLLECTIONS.

The library collections and the disposition made of them are shown in the following recapitulation from the library cash book. The amounts withdrawn each month were deposited in the city treasury at the beginning of the succeeding month.

Cash Dr.—		
To balance on hand January 1, 1906. To fines for overdue books To temporary deposits. To five-dollar deposits To lost books paid for To rentals, "collection of duplicates". To finding lists sold To rental of buildings To fees To miscellaneous	1,684.67 271.61 530.00 116.75 275.60 10.77 77.95 7.00	
Cash Cr.— By five-dollar deposits refunded By postals bought to be resold By lost books returned By temporary deposits refunded By withdrawn for library fund By balance on hand December 31, 1906.	 	2,286.07
Total	\$3,023.48	\$3,023.48

ACCESSIONS.

The year's growth of the library is shown in the following table of classified accessions, the whole number of volumes added being 11,219:

CLASSIFIED ACCESSIONS.

CLASS. On han Jan. 1, 15		Whole No.		Library
Bibliography, Periodicals, etc 6,09	94 659	6,753	4	6,749
Philosophy	50 114	1,164	9	1,155
Religious 2,29	375	2,672	28	2,644
Sociology	738	4,955	18	4,937
Philology	77 74	351	1	350
Natural Science	77 612	4,289	28	4,261
Useful Arts	95 801	4,696	- 10	4,686
Fine Arts 3,53	320	3,852	21	3,831
Literature (belles-lettres, etc.) 7,51	3 812	8,325	. 55	8,270
English Fiction 21,20	08 4,706	25,914	1,266	24,648
Travel)4 849	7,753	45	7,708
Biography	29 506	5,135	15	5,120
History 6,03	653	6,686	10	6,676
Total	26 11,219	82,545	1,510	81,035

One purchase made during the year that is interesting, not simply on account of cheapness of price, was the taking over of the entire remaining local stock of the Booklovers' and Tabard Inn library at 25 cents per volume. The alleged competition between this great system of subscription libraries and our public libraries has been a fruitful theme in library conventions and library reports for some years. Many librarians have apparently felt it an injury that a private subscription library of such extent as this should be allowed to exist and to rob the public library of its much-needed statistics. However, the establishment of the Booklovers' library in this city was not unwelcome to us. It came at the time we were struggling to regain our feet after the fire, when the library was necessarily unable to cope with the demands of the public, particularly for light reading.

It may be said of these subscription libraries, if our experience is a criterion, that they draw away from the public library at least one class of patrons that the library is not always sorry to lose, a class that is always calling loudly for unlimited copies of the "book of the hour," or of the minute, complaining because such books are not in, and often appearing to believe it would be preferable were the public library a far more private affair, restricted to the use of a few favored individuals. Some such people, of course, hailed with joy the arrival of the Booklovers' and by the payment of a few dollars a year all of their troubles, presumably, and part of

ours, were over.

We might now even view with alarm the fact that these subscription libraries have quit the field were it not that our pay collection of duplicates has proved so successful a substitute and, withal, so equitable. For the small sum of five cents paid to the public library, which "goes on forever" and which, save for this service, is free to all, the "best seller" can be usually obtained at once

without heartburnings.

Another purchase authorized this year, to cost \$3,000 and to be five years in preparation, is the monumental work of E. S. Curtis, of Seattle, upon the Indians of North America. This work, illustrated by Mr. Curtis with the best photographs of Indian life probably ever taken, or that in the nature of the case ever will be, issued under the auspices of the Smithsonian Institution, financed by the patronage of some of the wealthiest men in America, and the introduction written by the president of the United States, is one reflecting so much credit upon our own city that it was inevitable that this library should be among its earliest subscribers.

USE OF THE LIBRARY.

REGISTRATION.

The number of new borrowers registered in the twelve months was 9,889. The important event of the year in this connection was the abolition by the Board of the rule in force since the library's beginning, requiring every borrower to furnish a guarantor or to deposit \$5.00 in lieu thereof. In October the Board voted that such a guaranty should no longer be required in the case of borrowers known to the librarian or those who could furnish two satisfactory references in the city. Children under fourteen are in every case required to furnish the endorsement of a parent or guardian in addition to the two references and one of the latter is to be the child's teacher at school.

Out of respect for the past or a former law, perhaps the law of inertia, the right to borrow books for home use is still restricted to those families whose heads are residents or tax payers in the city or have their place of business or employment in the city. It may be recalled that for many years the writer has recommended that the right to borrow books be extended to the residents of the immediate suburbs of the city, that is to say, those residence districts connected with the city by car lines or ferries, whether or not such persons possess the above qualifications hitherto required of non-residents.

Inasmuch as the suburban dwellers may be said to contribute to the support of the library equally with the average inhabitant, either through their share in the indirect taxation from which fully half our revenue has always come, or through their patronage of the trade and industries of the city from which a large portion of the remaining income, the direct tax, is derived, it has always seemed to me no more than right that the law should permit them to have the privileges of the circulating department the same as of the reference departments, which, in the nature of the case, anybody and everybody is permitted to enjoy without let or hindrance.

I still recommend that the rules be changed in this respect in the interest of impartiality. This is saying nothing of that higher law, of which I believe the public library should be the constant champion and exponent, that the gates of knowledge should never

be closed.

CIRCULATION.

The circulating department of the main library was closed for three weeks in December, and this fact necessarily reduces the figures for the year's use. Nevertheless, the classified statement of circulation in the Appendix shows that even with the handicap of a poor building and an abbreviated year, our library has passed the 300,000 mark, which is popularly considered a significant event

in a library's growth. The total reported home use was 302,203 volumes, of which 191,624 were issued from the main library, 65,242 from the branches, and 45,337 from the school libraries. Of the whole number 171,326, or 57 per cent., were books from the adult department, while 124,556, or over 41 per cent., were for children's reading.

The last ten days of the year spent in the new building give promise of a very large increase in all departments of the work in 1907. All the reading rooms have been filled almost from the first day, and some of them have been overflowing. The attempt to handle the magazines and the bulk of the periodical matter in the general reading and open shelf room has already proved to be an impossibility, and steps are now being taken to open a separate periodical room. The large room on the top floor, reserved for a lecture room, has been selected for that purpose.

REFERENCE.

As is well known, no statistics of the use of the reference books or of other books for general reading in the library have ever been kept. Three and sometimes four people, besides a page and some from among the apprentices, have been busy this year in the reference room. If any record could be kept of the number of persons for whom service of this kind is furnished, it probably would be found to equal almost, if not quite, the number of those who draw books for home use.

If the registering turnstiles shall be installed in the new building, it will be possible to give a close numerical estimate. These turnstiles I have long recommended as being almost a positive necessity to control the entrance and exit of visitors in the open shelf rooms, in order that a much-needed check be placed on the irresponsible and unrecorded borrowing—to call it by no harsher term—of the library's books.

The information work in the circulating room has been continued with excellent results. Much of the time two people have been busy on the floor and the service rendered here makes good secondary reference work. Many questions can be answered at once and much information furnished that is not in the nature of special study or research. This work can probably be enlarged in the new quarters and still better satisfaction given to the public, who dislike, and properly so, to be passed about from hand to hand for the information they are in search of.

BRANCHES.

The opening of the new branch library known as the University branch came March 1, after being postponed for a year or more. The location is a strategic one, just at the gates of the University of Washington, surrounded by a particularly intelligent community. So few books were available that this has been rather a deposit station than a real branch thus far, but the circulation of books and the quality of serious reference work done already make it certain that this will inevitably become one of the most important of the branches. The present quarters are small but they have been kept open the full branch hours, from two until nine p. m. Negotiations have been made for larger and better quarters, and after repairs are made the branch will move into the old University M. E. church next door and occupy the entire building. This will give plenty of room for several years.

The other branches have continued their good work. What they all need is books. The stock of each should be augumented until it contains from five to ten thousand standard books for circulation and reference use. As soon as financial conditions will permit, each should have a special children's department organized and

placed in the hands of an expert worker with the young.

The matter of permanent buildings for the branches should be taken up soon. Now that the main building is off our hands, the next duty of this kind will be the erection of model branch buildings at or near the location of the present branches and very soon thereafter in several other sections of the city. It is quite possible that Mr. Carnegie might be induced to give additional funds for the construction of these buildings, as he has repeatedly done for other cities after providing a central building. Like all those who are familiar with the problem of library administration and expansion, he is a firm believer in the branch library idea. To realize its full possibilities, the library must go to the people if the people can not come to the library.

The time has also come, therefore, when delivery stations should be started in many neighborhoods not sufficiently remote from the library or from each other to require a branch building. The requisites for this service are plenty of duplicate copies of the best books and an automobile to make daily or tri-weekly trips between the central library and the stations. Numbers of drug stores and other similar shops can be found in good locations whose proprietors will take the borrower's orders and fill them for a very small compensation. The customary pay of the station keeper is a fraction of a cent for each, volume handled. Quite possibly some could be found who would handle the work of the station free at first for the sake of the advertising it would give their places of business.

In the effort to bring book and reader together, the acknowledged mission of the library, it is to be remembered that in all our great cities, with the possible exception of one or two, the large majority of loans for home use is made through branches and delivery

stations.

On October 1, through the appointment of a new superintendent of children's work, it was possible to transfer the former head of that department to the work of the branches and schools. One of the needs of the near future will be an assistant superintendent for this department so that its work may be kept in closer touch with the central library.

WORK WITH SCHOOLS.

As mentioned, the circulation of books for home reading from the small branch libraries placed in school rooms reached the number of 45,337 volumes. This is a much better showing than that of the previous year and proves that the teachers are co-operating

more thoroughly in furnishing the statistics of use.

It may be said that, even were their records of books loaned kept most faithfully, such statistics would understate here the real facts more than in the case, possibly, of any other books owned by the library. Experience has shown that these carefully selected and graded books taken into homes where books have hitherto been perhaps unknown, are not infrequently read by the whole family, so great is the interest aroused, so happy the selection and well adjusted to the environment of the pupil, who thus becomes an agent of the library for multiplying the influence of books.

So highly is the co-operative work with the schools appreciated by those in charge of them that we are able to record again this year the receipt of a letter from the Superintendent and a committee of all the principals and teachers of the Seattle public schools in the most generous terms, thanking and commending the Board for the

work that the library is doing.

PERIODICALS.

The vast amount of detail connected with the hundreds of periodicals taken by the library, and the almost inevitable necessity of administering this material from a special reading room and the need of specializing in the reference work done with current unbound serials, led to the formation of a separate periodical department of the library. The organization was begun in November and will be continued in the new periodical room soon to be opened.

The periodical reading room has had on file this year 334 magazines and weekly papers, exclusive of newspapers. The newspaper room, which for many years has been at the Yesler branch reading room, has had on file 47 weekly and semi-weekly newspapers and 48 dailies. Of the latter, 37 are the representative

dailies of as many great American cities.

With the opening of the new building, the Yesler branch reading room was closed and the newspapers moved to the room

prepared for them on the ground floor. This removal from the historic place in the neighborhood of the city hall should not be accepted as an abandonment of that strategic locality. The recommendations of my last annual report in regard to securing the Yesler triangle for a branch library still stand, and I call renewed attention to them here.

TRAINING CLASS.

Examinations for admission to the training class were held in March and seven candidates passed. Of these, five completed the course. On September 28, after six months of work, Miss Rose DeMoss, Miss Bertha Freyd, Miss Alice Kittredge, Miss Llewellyn Roberts and Miss Laura Woodbridge were graduated from the class and almost all have since been temporarily employed pending the civil service examinations, as there is no present eligible list.

ADMINISTRATION.

Necessarily with the opening of the new building the staff, to which usually but one or two new people have been added each year, had to be considerably increased, until there are now in all fifty-two persons upon the payroll, including the mechanical departments, and more are being added almost daily.

Throughout the year the departmentizing of the work has progressed with a view to reaching a point where the different divisions of the library might be able to carry on their individual work in the more independent fashion required in the extensive new quarters. By promotion, transfer or new engagement, new chiefs have been selected for five departments and the organization of these has progressed to a point of favorable comparison with those formerly organized. The work is now far too large for personal attention to all details by the librarian and therefore its division into departments, each having its own staff of workers more or less specialized, and its own chief to supervise the details, has become a necessity.

Such a division of labor, however, should never come to be considered a division of interest. Like a great industry the work of a library is a big business partnership, and for success all partners must work together. More than that, the public library is a center of liberal education, the whole aim of which is to free people from narrowness. Seeing the world sympathetically, but seeing it spherical, would be my paraphrase to express the present desideratum for a sane "library spirit."

SALARIES.

At the beginning of the year the committee on administration reported a schedule of salaries for the positions as then established which was unanimously adopted by the Board. Some additions and amendments have since been made. Although this schedule is none too high, especially in view of the enhanced cost of living in these times and in this city, the salaries compare so favorably with those of other occupations of like character and responsibility, I am impelled to overcome the traditional library modesty upon this subject and print the figures as they now stand for the benefit of the

profession, if for nothing more.

The fundamental fact is the fixing of the initial salary of desk clerks, at least of those who have graduated from our own training class, at \$50.00 per month for the first year, with the assurance that the practice will be continued of increasing the pay of those who are deserving and competent \$5.00 a month each year for the next four years. This makes \$70.00 per month the final compensation of those who remain in this grade. Under our civil service system, however, the opportunity for promotion is always present to those competent.

Following is the schedule of salaries attaching at present to the respective positions that have been established and already filled. The variance in salaries of chiefs of departments is not of design, nor expected necessarily to be permanent; recency of appointment or of the organization of the department is in some cases responsible. The final aim in our salary list, however, should be, and I believe is, not absolute uniformity according to rank, but to pay each person what he or she is worth to the library without distinction of position, seniority or sex.

SCHEDULE OF SALARIES.

	Order Department.				
Order Clerk	***************************************	\$	75.00	per	month
	Accession Department.				
Invoice Clerk			75.00	per	month month month
	Catalog Department.				
Assistant Cataloger	Librarian)		75.00	per	month
	Circulating Department.				
Page	Clerks' Scale	(\$50 to	\$70) 25.00	per per	month
	Children's Department.				
Chief		Clerks			month

	Branch Department.	
Superintendent		\$100.00 per month
	nch	
Desk Clerk, South Branc	h	Clerks' Scale
Desk Clerk, University B	ranch	Clerks' Scale
Desk Clerk, Green Lake	Branch	Clerks' Scale
	Reference Department.	
Chief		\$100.00 per month
Attendant	***************************************	

1 age		25.00 per month
	Periodical Department.	
Chief	**************************************	
Custodian Yesler Reading	Room	
	Mechanical Department.	
Chief Engineer	······································	\$100.00 per month
Assistant Engineer	/	90.00 per month

		•
E	Bindery Department.	¢27.00
	*	
Stitcher		12.00 per week

CIVIL SERVICE.

Last October the civil service commission of the city was requested on behalf of the library to abrogate the rule requiring a year's residence in the city previous to admission to the civil service examinations, provided that applicants make affidavit of a bona fide intention to become residents of the city. This, after some consideration, the commission declined to do without definitely stating the reason therefor.

I can only insist that this change would be a help toward making civil service rules the unmixed blessing to the library which they are doubtless always designed to be. Like every other institution of learning, we are entitled, I believe, to employ the best talent and training obtainable. To put up with anything less than the best that our funds can hire in the world's market is to stultify ourselves as a factor in the intellectual progress of the community. It may be, it sometimes is, true that such material can be obtained right at home. The change in the rules would be no bar nor prejudice to such. It would but better enable them to show their merit.

On the other hand, if the home market cannot or does not supply the demand for talent, training or experience (and it is a fact that most of the time there is no library eligible list whatever),

candidates must be invited from abroad. Although the rule be suspended in the individual case, as is now done by the commission on request, it places the library under a moral obligation to "take care of" the woman candidate who is invited to come two or three thousand miles to enter a temporary position, the permanency of which depends upon the chance of her success in a civil service examination later.

Were the rule entirely abolished and the examinations open to all comers, candidates would likely, upon their own initiative and responsibility, come here to enter the examinations and would stand or fall by their own merits whether there were any immediate prospect of a vacancy or not. Under present conditions, I have the feeling that we are violating the spirit of the local civil service system every time we are obliged to go afield for a specially qualified assistant. Perhaps the spirit of civil service reform is one doomed to suffer.

PUBLICATIONS.

Volume six of the Bulletin, the official monthly publication of the library for 1906, contained 112 pages. Reference lists were printed from time to time upon these subjects:

Abraham Lincoln.

George Washington.

Operas.

Charles Francois Gounod.

Giacomo Puccini.

Giuseppe Verdi.

Wilhelm Richard Wagner.

Books on Gardening.

List of books for third grade of public schools.

Hallowe'en. Thanksgiving.

List of books for fourth grade of public schools.

The coming year the Bulletin is to be issued in the more convenient form of a small octavo or magazine size, with single column matter. This will make it more convenient both for mailing and for binding. The linotype metal is also to be held each month for cumulation at the close of the year into an annual printed supplement of the library catalog.

The catalog department has prepared copy for finding lists of the sections of fine arts and general literature. That of fine arts is in

type waiting for revision.

CONCLUSION.

Your librarian was present at the annual conference of the American Library Association. It was held in June at Narragan-sett Pier, R. I., and my thanks are returned for expenses paid from the library fund. This was the year when the association was asked in 1904 to meet in Seattle. Our invitation was later withdrawn in favor of Portland, Oregon, which obtained the conference of 1905. At Narragansett Pier, I renewed the invitation for the association to meet in Seattle, this time at the request of the president of the Alaska-Yukon-Pacific Exposition, the date to be in the summer of 1909, the year of the exposition. This invitation was placed on file to be finally acted upon as the judgment of the association might decide at the 1908 meeting.

Various additional matters of interest are shown in detail in the Appendix to this report, including a list of those who have made

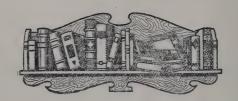
gifts to the library.

I thank you, gentlemen, one and all, for your uniform kindness, and beg to express my appreciation of the exceedingly friendly relations which have remained unbroken for so many years.

All of which is respectfully submitted.

CHARLES WESLEY SMITH,

Librarian.



APPENDIX A

LIBRARY STAFF, December, 1906

EXECUTIVE DEPARTMENTCHAS. WESLEY SMITH Second Assistant Librarian......MRS. MINNA P. REESE ORDER DEPARTMENT Order Clerk..................JESSIE F. OGDEN ACCESSION DEPARTMENT Chief.......MRS. MINNA P. REESE Invoice Clerk.......Hugo P. Kuhnke Helper......ALICE KITTREDGE Helper.....Alma J. Clark CATALOG DEPARTMENT Chief and Classifier......MRS. SOPHIE W. BARKER Assistant Cataloger......MRS. JESSIE M. BOYD CIRCULATING DEPARTMENT Desk Clerk......Anna P. Tatum Desk Clerk Gertrude H. Crocker Desk Clerk......BLANCHE H. JOSSELYN Desk Clerk...... MRS. MARGARET MAYDENBAUER Desk Clerk.....LAURA E. WOODBRIDGE Desk Clerk......Russell Twiss

LIBRARY STAFF - Continued

CHILDREN'S DEPARTMENT

Chief Desk Clerk Desk Clerk	LLEWELLYN ROBERTS						
BRANCH DEPARTMENT							
Superintendent. Messenger. Messenger. Desk Clerk, Fremont Branch. Desk Clerk, South Branch. Desk Clerk, University Branch. Desk Clerk, Green Lake Branch.	W. LAWRENCE BREESECLYDE BUGHEREMMA K. McCULLOUGHMARY ROEMARY W. DENNIS						
REFERENCE DEPAR	TMENT						
Chief							
PERIODICAL DEPAR	RTMENT						
mark a							
Chief Custodian of Newspapers	KATHARINE B. JUDSONALFRED J. VILLARS						
Chief Custodian of Newspapers BINDERY DEPART	ALFRED J. VILLARS						
Custodian of Newspapers	Alfred J. Villars TMENTHARRY W. HYDELouis Opsahl,John H. Minniemyer						
Custodian of Newspapers BINDERY DEPART Foreman Forwarder Forwarder							
Custodian of Newspapers BINDERY DEPART Foreman Forwarder Stitcher							

APPENDIX B-CLASSIFIED HOME CIRCULATION

PER CENT.	.15	62.	I.12	60.	53.	1,89	1.54	4.62	39.12	1.59	1.58	2.05	56.69		.32	.02	18.	29.	10.	1.22	.51	0x.	1.71	28.84	1.64	1.81	2.86	41.22	2.09	100.00
TOTAL	455	2,374	3,384	569	2,504	5,713	5,545	13,951	118,231	4,814	4,764	6,199	171,326		196	73	2,451	2,024	34	3,077	1,514	2,429	5,071	87,129	4,995	5,468	8,730	124,556	6,321	302,203
SCHOOLS															3	,	1,613	816	00	2,088	175	358	1,748	29,238	1,765	3,134	4,399	45,337		45,337
UNIVERSITY BRANCH	64 X	62	16	2	53	19	52	336	5,125	102	136	102	6,152		48		34	113	н	16	39	. 26	192	4,846	861	129	237	6,025		12,177
SOUTH	60 H	ט יינ	65		38	20	100	228	2,544	128	137	223	3,556		OI	3	140	260		150	200	400	910	8,306	510	530	890	12,309	,	15,865
GREEN LAKE BRANCH	282	20	86	23	79	50	48	375	5,397	191	93	128	6,762		15	Ŋ	84	131	II	214	158	188	312	6,326	359	322	595	8,720		15,482
FREMONT	46	52	8	I	49	117	96	343	8,137	204	244	350	612'6				113	121		272	151	264	393	6,082	414	318	547	11,675	324	21,718
MAIN	164	3,029	3,062	263	2,267	5,435	5,255	12,669	97,028	4,219	4,154	5,396	145,137		885	65	467	583	22	862	167	1,122	1,516	29,331	1,749	1,035	2,062	40,490	5,997	191,624
CLASS (ADULT).	Bibliography	Philosophy	Sociology	Philology	Natural Science.	Useful Arts	Fine Arts	Literature (belles-lettres, etc.)	Fiction	Travel	Biography	History	Total (Adult)	CLASS (JUVENILE).	Bibliography	Philosophy	Religion	Sociology	Philology	Natural Science	Useful Arts	Fine Arts	Literature	Fiction	Travel	Biography	History	Total (Juvenile)	Periodicals	Grand Total

APPENDIX C

COMPTROLLER'S EXHIBIT, SHOWING EXPENSES FOR THE YEAR 1906—LIBRARY FUND.

APPENDIX D

BINDERY-VOLUMES BOUND AND REBOUND

CLASS	MATERIAL			VALUE				
		F	Q	0	12mo.	16 mo .	TOTAL	
Fiction Non-Fiction Non-Fiction Non-Fiction Non-Fiction Magazines Newspapers.	Full Imperial Cloth One-half Russia One-half Canvas Full Cloth Paper Boards One-half Morocco One-half Canvas	158 22	34	427 25	1751 293 1	205 42 1	2702 1013 83 38 273 692 44	\$2205.45 983.95 41.50 19.50 27.30 1101.40 88.00
		377	711	1105	2047	250	4845	\$4467.10

OTHER WORK

	No. PIECES	VALUE		
Magazine Covers Made		\$130.00		
Volumes Lettered	12343	617.15		
Volumes Recased		47.50		
Volumes Mended	2112	63.40		
Portfolios	20	10.00		
Maps Mounted	86	43.00		
Pictures Mounted	12	.60		
Shelf List Covers, etc	37	3.70		
Boxes		14.50		
	14994	\$929.85		
Total				

APPENDIX E

LIST OF DONORS, 1906

Academy of Natural Sciences, Philadelphia, Pa.

Adriance Memorial Library, Pough-

keepsie, N. Y. Alaska Club, Seattle, Wash. American Printing House for the

Blind, Louisville, Ky. American School of Osteopathy.

Amherst College, Amherst, Mass. Art Club of Philadelphia, Pa. Barth, Edgar F., Seattle, Wash.

Birmingham, Eng., Free Library Commission.

Boston, Mass., Art Club. Boston, Mass., Museum of Fine Arts. Boston, Mass., Public Library. Brockton, Mass., Public Library.

Brookline, Mass., Public Library. Brooklyn, N. Y., Public Library.

Bronson Library Fund, Waterbury, Conn.

Brown, J. L., Berkeley, Cal. Bryn Mawr College, Bryn Mawr, Pa. Buffalo, N. Y., Fine Arts Commis-

Buffalo, N. Y., Public Library. Butte, Mont., Public Library.

California State Library, Sacramento, Cal.

Carnegie Free Library, Braddock,

Carnegie Free Library, Escanaba, Mich.

Carnegie Library, Bradford, Pa. Cheney, Washington, State Normal School.

Chicago, Ill., Public Library.

Clark University, Worcester, Mass. Cleveland, O., Board of Education. Connecticut Agricultural Experi-

ment Stations, New Haven, Conn. Connecticut Historical Society, Hartford, Conn.

Connecticut State Railroad Commission, Hartford, Conn.

Corcoran Art Gallery, Washington,

Cornell University, Ithaca, N. Y. Columbia University, New York, N. Y.

Cridge, A. D., San Francisco, Cal. Curtis & Cameron, Art Publishers, New York, N. Y.

Dayton, O., Public Library. Detroit, Mich., Public Library. Downer, David R., Newark, N. J. Drexel Institute, Philadelphia, Pa. East Orange, N. J., Free Library. Eau Claire, Wis., Public Library. Ehrich Galleries, New York, N. Y. Ellensburg, Wash., State Normal

School. Engineers' Society of Western Pa. Enoch Pratt Free Library, Balti-

more, Md. Fitz Public Library, Chelsea, Mass. Fletcher Free Public Library, Bur-

lington, Vt. orbes Library, Northampton, Forbes Mass.

Friends Free Library, Germantown,

Fry Art Co., New York, N. Y.

Game and Fish Commission of Colorado. George Washington University,

Washington, D. C.

Gloversville, N. Y., Free Library. Grand Rapids, Mich., Public Library.

Hartford, Conn., Public Library. Harvard University, Cambridge, Mass.

Haverhill, Mass., Public Library. Heywood, W. T., Dorchester, Mass. Hisamidzu, S., Consul for Japan, Seattle, Wash.

Home for Friendless Children, Utica, N. Y. Illinois Board of Public Charities,

Springfield, Ill.

Imperial Japanese Commission to the Louisiana Purchase Exposition, St. Louis, Mo.

Inspector General of Customs, Shanghai, China.

Iowa Bureau of Labor Statistics, Des Moines, Ia.

Japanese Department of Agriculture and Commerce, Tokyo, Japan. Japanese Department of Finance of

the Empire of Japan, Tokyo. John Crerar Library, Chicago, Ill. Johns Hopkins University, Balti-

more, Md. Kansas Bureau of Labor and Industry, Topeka, Kan.

Kellogg, David, Seattle, Wash. Leland Stanford Junior University, Palo Alto, Cal.

LIST OF DONORS—Continued

Lexington, Ky., Public Library. Los Angeles, Cal., Public Library. Louisville, Ky., Public Library Loyal Legion of the U.S., Com-mandery of the State of Washington, Tacoma.

Maguire, Amy, Portland, Ore. Maine Agricultural Experiment Stations, New Brunswick, Me. Malden, Mass., Public Library. Massachusetts Horticultural Soci-

ety, Boston, Mass.

Massachusetts Institute of Technol-

ogy, Boston, Mass. Mercantile Library, St. Louis, Mo.

Michigan Board of Health. Minister of Mines of the Province of British Columbia, Victoria.

Minneapolis, Minn., Park Commission.

Minneapolis, Minn., Public Library.

National Academy of Design, New York, N. Y. National Woman's Suffrage Asso-

ciation.

New Bedford, Mass., Free Public Library.

New Jersey Agricultural Experiment Stations, Trenton, N. J. New York Life Insurance Compan-

ies, Legislative Committee. New York Merchants' Association. New York Railroad Commission,

Albany, New York. New York State Library, Albany, N. Y.

Oberlin College, Oberlin, O.

Oregon Historical Society, Portland, Ore.

Oregon Library Commission, Sa-

lem, Ore. Osterhout Public Library, Wilkes-

barre, Pa. Ottumwa, Ia., Public Library. Paterson, N. J., Public Library. Peabody Institute, Danvers, Mass. Pennsylvania Academy of Fine

Arts, Philadelphia. Pennsylvania Bureau of Industrial

Perry Picture Co., Malden, Mass. Philadelphia, Pa., Free Library. Pitman & Sons, Publishers, New

York.

Portland, Ore., Library Association. Prang Educational Co., New York. Providence, R. I., Public Library.

Prosch, Thos. W., Seattle, Wash. Radcliffe College, Cambridge, Mass. Reading, Pa., Public Library. Republican State Central Committee, Seattle, Wash.

Robbins, Joseph, Spokane, Wash. Roebling Concrete Co., New York. St. Andrews Society, New York, N.Y. St. Paul, Minn., Public Library. St. Louis Museum of Fine Arts. St. Louis, Mo., Public Library. Salem, Mass., Public Library.

San Francisco, Cal., Public Library. Shannon, R. C., Brockport, N. Y. Shattuck School, Faribault, Minn. Smith & Co., Alexander, New York. Smith College, Northampton, Mass. Springfield, Mass., City Library Association.

Straits Settlements, Singapore, India, Colonial Secretary. Toledo, O., Public Library.

Toronto, Can., Public Library. United States Department of Agriculture, Washington, D. C. United States Military Academy,

West Point, N. Y.

United States Naval Academy, Annapolis, Md.

United States Navy Department, Washington, D. C.

University of California, Berkeley, Cal.

University of Chicago, Chicago, Ill. University of Michigan, Ann Arbor, Mich.

University of Nebraska, Lincoln, Neb.

University of Virginia, Charlottesville, Va.

University of Washington, Seattle, Wash. Vassar College, Poughkeepsie, N.Y.

Victoria, B. C., Public Library. Warder Public Library, Spring-

field, Mass. Washington, D. C., Public Library. Washington State Live Stock Asso-

ciation. Wesleyan University, Middletown, Conn.

Whitworth College, Tacoma, Wash. Wilmington Institute, Wilmington, N. J.

Wyoming Agricultural Experiment Station, Laramie, Wyoming. Yale University, New Haven, Conn. Y. M. C. A., Seattle, Wash.

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Seattle Public Library 1905

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Fifteenth Annual Report



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FIFTEENTH ANNUAL REPORT

OF THE

SEATTLE PUBLIC LIBRARY

1905

THE LIBRARY OF THE APR 9 1942 UNIVERSITY OF ILLINOIS

PRESS OF
DEARBORN PRINTING COMPANY, SEATTLE, WASHINGTON



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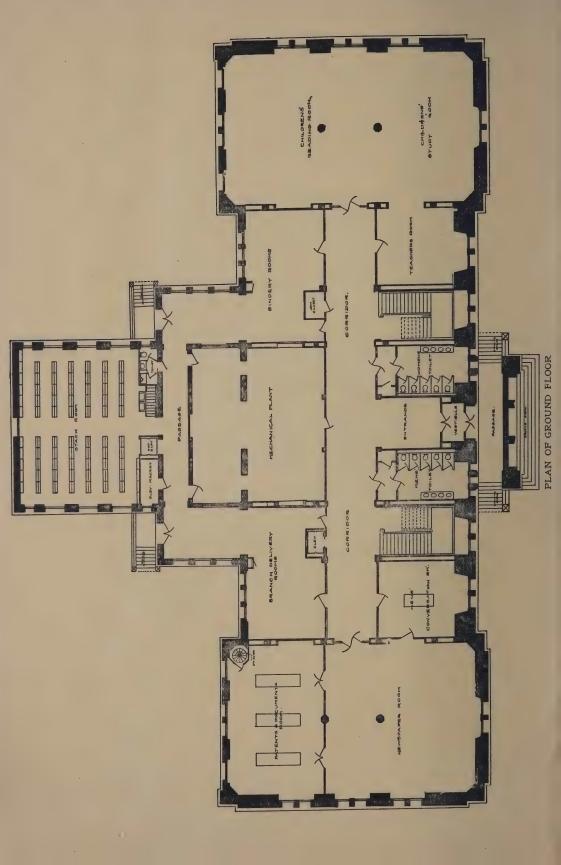
LIBRARY BOARD, 1905-1906

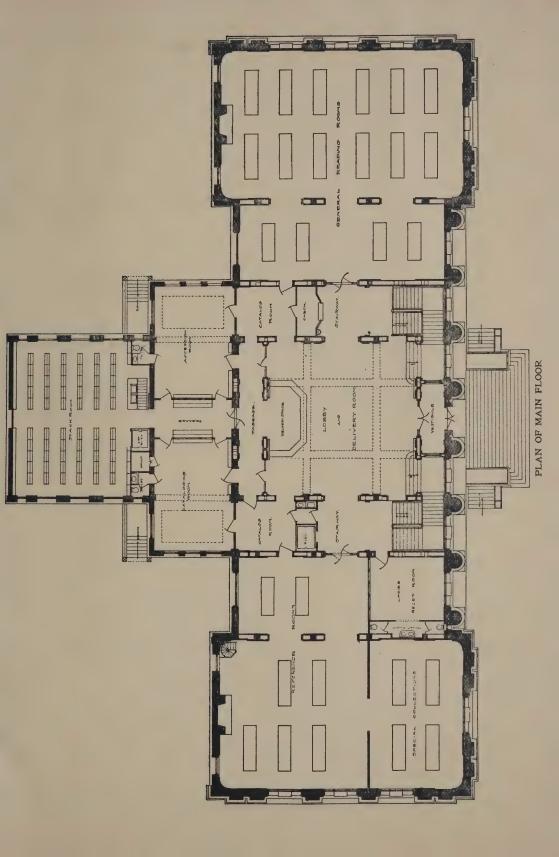
J. A. STRATTON, Chairman Term expires April, 1910							
CHARLES E. SHEPARD, Vice-Chairman Term expires April, 1906							
REV. J. P. D. LLWYD Term expires April, 1911,							
G. A. C. ROCHESTER Term expires April, 1912							
REV. W. A. MAJOR Term expires April, 1907							
JAMES H. LYONS, M. D Term expires April, 1908							
SIDNEY S. ELDER							
CHAS. WESLEY SMITH, Secretary.							

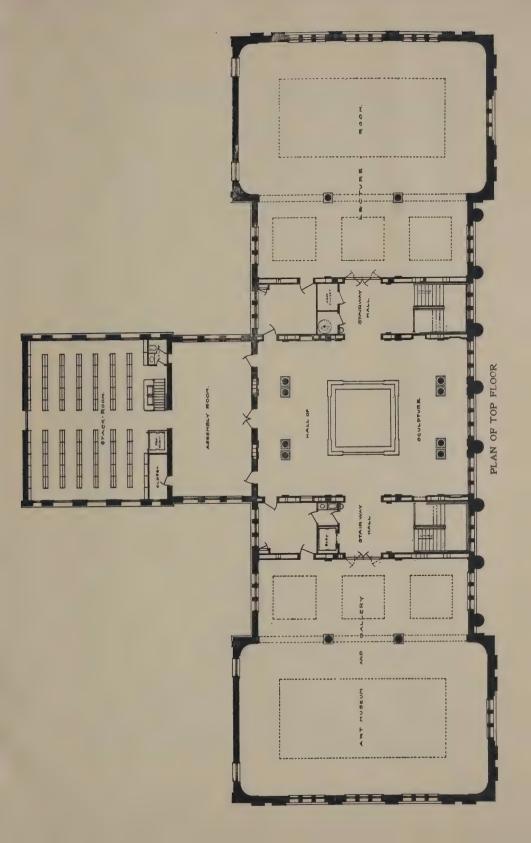
STANDING COMMITTEES

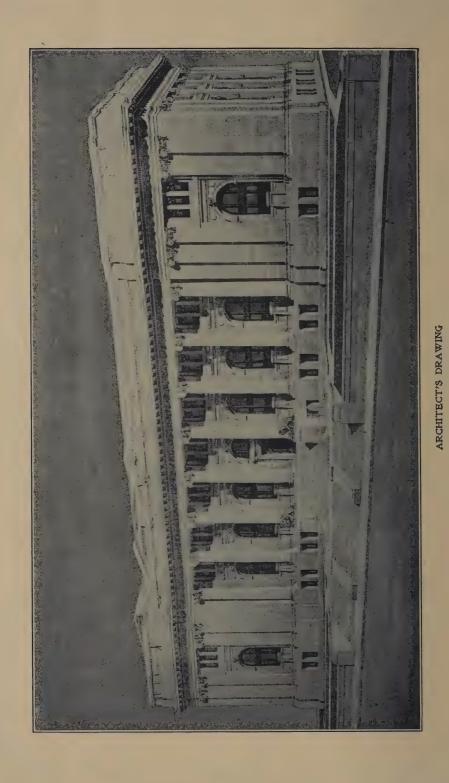
Administration Messrs. Rochester, Elder, Shepard
Art Gallery and Museum Messrs. Major, Lyons, I,LWYD
Books and Periodicals Messrs. Shepard, Llwyd, Lyons
Branches and Delivery Stations . Messrs. Elder, Rochester, Major
Building and Grounds Messrs. Llwyd, Major, Shepard
Finance Messrs. Lyons, Elder, Rochester

The Chairman of the Board is ex officio a member of all committees.









FIFTEENTH ANNUAL REPORT

To the Honorable the Mayor and City Council of the City of Seattle:

The Library Board has the honor to transmit the report of the Library Department for the year 1905.

Respectfully,

J. A. STRATTON, Chairman.

Seattle, Washington, January 1, 1906.

REPORT OF LIBRARIAN

To the Library Board of the City of Seattle:

I have the honor to submit for the year 1905 my eleventh annual report, the fifteenth of the library since its founding.

Progress upon the new building to a point of about threefourths completion, the establishment of two new branches, and a renewal of liberal book purchases are the salient features of 1905.

BUILDING.

The new year found the contractors just recommencing work upon the walls, following a three months' delay caused by the cracking of the foundation after the Great Northern Railway tunneled Fourth Avenue. From that time to this, work has progressed steadily. The exterior has been finished for several months, and, since the plastering is now in progress, we look for the early completion and occupation of the building.

As it grows under the fingers of the builders, it seems to fulfill our hope that it might, in all practical points at least, touch the highest mark of library architecture. Its classically beautiful exterior has already become the pride of our citizens and of the Northwest; and, in point of size, and costliness as well, I believe I am safely within the facts in saying that there is no city in the world of our rank that has a public library building to compare with it. We may feel a justifiable pride also in the fact that the guaranteed income for its maintenance will be on an equal scale. It is pleasant to be able to record that our library has taken such rank in the first fifteen

years of its existence, thereby fully holding its own even in the mar-

velous growth our city has experienced.

During the year Mr. Carnegie's cashier has paid over to the board \$106,250, which has been deposited in the city treasury for payments on the building. As shown by the disbursement account, Cawsey & Carney, the general contractors, have received in that time \$104,122.50, while there has been paid on other accounts the sum of \$12,187.88, making a total for building operations in 1905 of \$116,310.38. The entire amount received from Mr. Carnegie to date is \$139,250, of which the general contractors have thus far been paid \$134,144.50.

The old University building, our present temporary shelter, suffered a removal in April to a site several blocks distant. Of course this compelled closing the library. It remained closed several weeks. The building was badly strained by the moving, and repairs caused

some delay and not a little expense.

The school district has loaned us one of their portable buildings, 25x32 feet in size, which has been attached to the rear of the main building, where it is used as headquarters for the work with schools, being shelved to accommodate and display the entire collection of school libraries. Without it our school work must have come almost to a standstill, and therefore our hearty thanks are due the school board for this assistance.

As before, the work is badly cramped because of our building's lack of room and its general unsuitableness. There has also been a marked falling off in patronage since the building was moved, chargeable to increased difficulty of access, as well as to the serious interruption which was suffered from being closed some weeks.

BRANCHES.

The Fremont Branch has kept up its creditable work and the stock of books has increased until it contains 2,000 volumes. What with loan collections sent out every month from the central building and with daily deliveries of such other books as are requested, it may be assumed that the wants of that suburb are well supplied. The hours have been increased and the branch is now open from 2 to 9 p. m. on week days and from 2 to 6 p. m. on Sundays.

The Green Lake Branch at Tahoe Station was opened last September. Its patronage has been even more encouraging than that at Fremont was at first, though its stock of books is not so large. The daily circulation is growing and the reading room is well patronized. It is open from 2 to 6 p. m. on week days only. More books are needed there. A more regular and more liberal system of deliveries is needed for all the branches. At no distant day it will be necessary to have our own expressman and delivery wagon to cover the very large territory of this city of "magnificent distances."



INTERIOR OF THE FREMONT BRANCH

The phenomenal success of the year, however, is the South Branch at Seventh Avenue South and Dearborn Street, down in the First Ward. Nobody asked for this branch. But it was established by the Board because it was believed to be needed by the people dwelling in that section of the city. Its popularity was instantaneous, first with the children, then with adults. It also is open only four hours each week-day afternoon, but the daily home circulation has passed the 100 mark several times. Many of the residents have expressed their gratitude and even the policeman on the beat has been heard to remark that this branch library is a godsend to the neighborhood. It is work like this which furnishes incontestable reasons for the maintenance of libraries by public taxation, whose value, nevertheless, can in no wise be measured by the comparative figures of the tax levy.

And such work must go on. The library deserves sympathy and support because it is of benefit, most of all, to the poor—the book supply of the bookless; the teacher of the untaught; a dispenser of the "medicine of the soul" to those who have found no physician for their complaints. To such the library must come with its supreme mission of equalizing opportunity. It must seek them out and bring them to its doors, or go where they are if need be. It may not, although sometimes even our churches do so, with ill-advised concern lest its garments be defiled, enfold itself and withdraw to remotely fashionable locations, or to more stately and exclusive temples. It must establish branches wherever needed, so that the poor can use its treasures without paying what is to them the impossible tax of car fare. It must use every effort to attract and win the people by contact and trial to an appreciation of its riches and their great privilege.

YESLER READING ROOM.

This, our down-town reading room, has kept up its good record of service to the transient public and all those who wish to consult newspapers and read popular periodicals. There are, by count, at least 500 persons using this reading room daily. It is probably the only strictly public and secular down-town resort in the city where men and women both are welcome to spend their leisure time without being expected to patronize anything or be patronized.

As such it is deserving not only of continuance but of extension and generous support. The time is at hand when, as a regular branch circulating library and delivery station as well as downtown reference and reading room, it would be a close second in usefulness to the central building itself.

We have always looked forward to the day when this work should occupy the Yesler Triangle in front of the City Hall, to be named the Yesler Branch in honor of the pioneer who years ago dedi-





cated this plot as a site for a public library. Only certain legal obstacles, more imaginary than real, apparently prevent a consummation

which everybody ought to desire.

But this valuable space, as yet unimproved on account of these obstacles, has recently become an object of solicitude to all sorts of interests, and many suggestions have been heard for using it, ranging all the way from a public convenience station to a George Washington monument. If the original design of placing there a beautiful, self-supporting library building can only be carried out, it would combine in the most useful manner all such suggested purposes. All our buildings are public convenience stations of the broadest type, for it is the aim of the modern public library to be always a center of public comfort as well as of public education. A building on this plot can be made as beautiful as one could wish; and with its noble uses it would be the best and most lasting of monuments, not only to Henry L. Yesler, but to all the great and good who have ever lived. Every public library is just such a monument and is of the highest possible service both to the living and to the memory of the dead.

If this site is by any chance lost to the library it will very soon be necessary to spend a large sum for ground in that same locality, as a site for just such a plant as we now wish to establish there. The erection of the Yesler Branch building should be taken up as soon as the construction of the main building is off our hands.

ACCESSIONS AND CATALOGING.

The number of volumes added to the library in the past twelve months is 11,779, of which 280 were gifts and 11,499 were purchased. The amount expended for books was \$14,221.39.

The following table shows the accessions in each class:

Class—	Added in 1905	Whole No. Accessions.
Bibliography, periodicals, etc	479	6,094
Philosophy		1,050
Religious		2,297
Sociology		4,217
Philology	12	277
Natural science		3,677
Useful arts	472	3,895
Fine arts	334	3,532
Literature (belles-lettres), foreign, etc	909	7,513
English fiction		21,208
Travel		6,904
Biography	748	4,629
History	1,145	6,033
Total	11,779	71,326

Among the notable purchases of the year is a set of Canadian public documents. It is almost entirely complete and is the only one we have ever seen offered for sale. Our proximity to British America and the peculiarly interwoven early history of the two countries in this region, as well as the more recent interest in the official acts and utterances of Canada during the long disputes over the Alaskan boundary and the seal fisheries, made the public documents of the Dominion a real necessity from an historical standpoint. Then, again, the present remarkable movement of population between the two countries in the Northwest warrants us in securing all possible information about Canada and its affairs.

Another very important purchase was the library of James P. Kimball, the distinguished mineralogist and engineer. On the eve of retirement from active professional life, Dr. Kimball was willing to dispose of his library and was particularly desirous that it should come to the Pacific Coast, where many of his interests had centered and where also he felt assured there was much need that such a collection of books should be accessible. I quote from Dr. Kimball's letter, which determined the purchase of the library:

The volumes number 2,030, the list of pamphlets over 2,000. The collection is one that never would, or could, have been made on the Pacific Coast. It is for that reason that I should like to see it go there.

The collection is almost unique in regard to several sets, never in the book trade. It includes many expensive treatises. Old editions are few and most of these are of historic importance.

Under "Ore Deposits" you will find a rich, unique collection, including many titles never in the book trade.

The subject of iron ore deposits, so interesting to the State of Washington, is specially represented and the collection under that head is unique.

The collection under the head of "Monetary" is remarkable as uncommonly full for the period of agitation of the silver question and the question of the standard. This period was while I was Director of the Mint, thus having unusual opportunities for the collection.

I may say, briefly, in conclusion, that it would now be impracticable to pursue on the Pacific Coast, except possibly at the California universities, a geological or metallurgical investigation of a high order, requiring references. This collection would supply the deficiency.

On submitting the catalog of the collection to interested members of the faculty of the University of Washington it was pronounced an invaluable addition to local sources of research, Dr. Kimball's opinion being thus wholly confirmed. It is conceded on all sides that we have made a good beginning of what must always be one of the most valuable departments of the library.

The work of the accession and catalog departments is now kept well up to date. Shelf lists have been made for the two new branches with duplicates at the central library. The accessions throughout the year were largely duplicate books for the branches and schools, making the routine work of the catalogers comparatively light, therefore more of their time has been available for bringing up delayed work than in any year since the fire. All pamphlets and maps have been entered, filed and indexed. Card catalogs have been completed and installed in two of the branches. A large order of music for the violin and violoncello, which had been some time on hand, has been thoroughly indexed and prepared for the shelves. A careful revision of the central catalog is now in progress and about one-fourth of the alphabet is finished. The end of next year will probably see its completion.

One of the reasonable requirements of the depositories of the duplicate card catalogs of the Library of Congress is that the arrangement of the cards shall be kept up to date for the use of the public. This has been accomplished during the year and the catalog has proved a valuable aid in the reference, cataloging and order

departments of our own work.

There is still one class of books that remain to be reduced to complete control—the United States government documents—one of the most valuable, yet elusive collections of information in existence. After waiting ten years for a new congressman, so that this library might become a designated depository of government publications, we are still waiting for most of the documents. The successive congresses have as yet failed to pass the bill increasing the quota of printed matter, therefore the new congressmen under the census of 1900 have nothing to give their depositories.

Meantime by begging and trading, as well as by outright purchase, our collection is slowly growing. The proper assimilation of this unique material must soon become the object of thoroughly specialized attention along the lines that have proved most success-

ful elsewhere.

PUBLICATIONS.

Publication of the monthly bulletin of accessions was resumed in January after the lapse of four years. It had seemed inadvisable to print it since the burning of the library because the accessions were at once so numerous and so largely duplicates of old stock. In that period 50,000 volumes have been added. The volume of the bulletin for 1905 consists of 126 pages, including an index. In the course of the year valuable reference lists were printed upon the following topics:



OLD BUILDING-CORNER OF REFERENCE ROOM

Cascade Mountains.
Christmas.
Football.
Marcus Whitman.
Mt. Rainier.

Yachting, shipbuilding and navigation.

Also selected lists for the sixth and eighth school grades and lists of books in the Spanish and Finnish languages.

Finding-lists of the sections of natural science and useful arts in the library have also been published. Similar lists of the books in other sections are in preparation. When completed these lists taken together will form a printed catalog of the library. The various lists are sold at a nominal price, not to cover their cost, but to prevent waste.

CIRCULATION.

The number of borrower's cards now in force is 14,607, new applications to the number of 7,231 being registered this year and 6,181 old cards expiring by limitation, a net increase of 1,050.

In the Appendix appears the tabulated statement of the circulation of books for home use. The total recorded use is 234,503 volumes, of which 179,145 were issued from the central library, 21,977 from the regular branches and 33,381 from the school rooms.

As already remarked, the business of the main library suffered from its closing and removal to another site. The figures show a loss of 24,719 volumes in circulation here, and the loss was doubtless much greater than is shown, owing to this closing of nearly a month, the complete interruption of the reading habits of the borrowers just at spring time, and the almost absurdly inaccessible location in which the building was finally deposited, surrounded by terrifying steam shovels and vawning excavations for several blocks.

The circulation at the branches shows a happier tendency. Fremont Branch has 18,026 to its credit against 13,212 last year. The other branches are but recently opened, but they add 3,951

volumes, practically all new business.

The reference and other house use in all our buildings is undoubtedly on the increase, though there are no statistics to be quoted. We hope soon, by the aid of registering turnstiles, to be able to know the number of persons visiting the various reading and reference rooms. The increased use of the main building may be inferred from the fact that, whereas, a year or so since, one attendant was all that was spared to do reference work, now two and three are always on duty except in the evening. The information desk, serving as a secondary reference department, has also been manned constantly except in the evening hours.



OLD BUILDING-CHILDREN'S ROOM

The recorded home circulation from the school libraries is 33,381 volumes, but these figures are known to be, unfortunately for the figures, far from complete. Even with the simple charging system adopted it has been found practically impossible to secure from the teachers full returns of this class of business.

Four hundred and eighty-eight libraries, some of twenty and some of twenty-four volumes each, have been sent out. Four hundred and twenty-five different public school rooms have been supplied, the libraries being renewed as the teacher desired. All told there are 7,500 volumes in the circulating school collection for the grammar grades, besides 4,000 volumes for daily use in the school rooms, of which, though, there are no statistics whatever.

We are furnishing circulating libraries to sixteen fire engine houses, to the industrial school, Cascade laundry, orphans' home, Crittenton home, Bethany and Union Congregational Sunday schools, Academy of the Holy Names and several parochial schools.

Magazines are sent regularly to the Pine Street car barns.

The High School library has also been made a deposit station recently, and that work, it is needless to say, may soon become of the utmost importance. A closer relation in the near tuture is much to be desired and it would probably pay for itself amply in affording relief from the congestion every afternoon in our reference room. It seems to me very desirable that every school-house in the city should, as soon as it is possible, contain a regular circulating branch of the library, its administration controlled by us in the interest of the children of that school and the families they represent.

FINANCIAL.

Balance in fund January 1, 1905 \$ 13,855.21 Receipts (including building fund) 154,842.50 Duplicate warrant unpaid 7.50 Expenditures 8 Balance 7.50	\$156,293.64 12,411.57
Total\$168,705.21	\$168,705.21
The regular income of \$48,592.50 was derived from ing sources:	n the follow-
From taxes	31,485.42
Total	\$48 592 50

There was received from Andrew Carnegie on account of the building fund \$106,250, making the total receipts of the library fund \$154,842.50. The appended statement shows receipts of the fund by months:

January	\$2,609.06
February	18,806.22
March	7,808.17
April	6,204.18
May	36,322.96
June	3,272.68
July	25,784.86
August	2,268.58
September	23,329.67
October	3,932.92
November	4,169.29
December	20,333.91
Total\$	154,842.50

The detailed expenditures are shown in the Appendix, but the following table shows the amount of warrants drawn against the fund by the comptroller for the expenses of the month previous:

January	\$3,746.07
February	18,904.11
March	2,857.27
April	4,591.93
May	38,583.34
June	3,246.33
July	25,586.64
August	4,577.37
September	23,753,22
October	4,419,50
November	4,406.34
December	21,621.52
December 111111111111111111111111111111111111	21,021.32
Total\$	

At the request of the Board the City Council has increased the tax levy for library purposes which has been one-fifth of a mill in 1905 to three-fourths of a mill for 1906. The increase will cover contingencies of the Board's building operations. According to estimates the regular income of 1906 will be:

Total	

ADMINISTRATION.

The reorganization of the staff begun last year is telling in increased efficiency. From the days, a decade ago, when there were but two or three general assistants until now when the staff

is divided, theoretically at least, into twelve departments more or less practically distinct, its work, I believe, has been continuously improving. Formerly every member had to stand in readiness to take hold of any part of the work and this all-around training was undoubtedly of great value in giving breadth and strength to the senior assistants who have naturally evolved into leaders and heads of departments. Now specialization is possible. Hometrained as they nearly all are, the system has yet produced a forceful unity of purpose and a solidarity that counts for much in every enter-Under a careful plan of selection after trial and with this uniform system of preparation it has been possible to create a staff that is not simply effective in accomplishing results, but is a homogeneous and harmonious organism. It is our boast that every member of the staff is the personal friend and well-wisher of every other member. Higher praise could not easily be spoken, nor anything predicated of them that would augur better for the service.

It is well to provide an occasional infusion of new blood. So far as this has been tried the results have been happy. The staff now numbers more than thirty. To prevent a too continuous inbreeding in methods and views, I shall at an early day ask the Board and the Civil Service Commission to permit the engagement of some few specialists, equipped with the technical training of the professional school and experienced in other libraries. It will give new perspective and initiative, helping us to keep abreast of the

enlightened efforts of the times to serve the public best.

There were three graduates from the training class in March. All have since passed the civil service examinations and entered our employ. The current class has two members whose work will be finished soon. Hereafter, we propose to begin the class in the spring instead of the fall, the summer season affording better facilities for thorough work.

A. L. A.

The event of the year—of a lifetime, I had almost said—to the library staff was the visit of the American Library Association to the Northwest. Though the annual conference of the Association was held in Portland, nearly every delegate made one or more stops in this city and our workers were thus brought into touch with many of the foremost minds of the library world. Even as an hour's conversation with a great man across a table is worth years of isolated and uninspired toil, so this opportunity to see and hear the masters of their craft threw open the door of a new epoch in professional life to those who had never had this privilege. Our library friends came, saw and conquered us with their practical helpfulness and kindly forbearance. We can only hope that our distinguished

guests, possessing memories as kind as their hearts, may recall the Western eagerness to learn as pleasantly as we recall their gener-

ous willingness to help.

Your librarian represented the library officially at the Portland conference and during the post-conference trip to Alaska, and for this opportunity my thanks are due the Board. I beg to express again to you, Gentlemen, my sincere appreciation of your assistance, co-operation and guidance during another year.

All of which is respectfully submitted.

CHARLES WESLEY SMITH, Librarian.

APPENDIX A

LIBRARY STAFF, December, 1905

EXECUTIVE DEPARTMENT
Librarian
Librarian
ACCESSION DEPARTMENT
Invoice Clerk
CATALOG DEPARTMENT
Assistant Cataloger
Assistant Cataloger
Typist
REFERENCE DEPARTMENT
Chief
Attendant
AttendantAnnie H. Calhoun
Page
CIRCULATING DEPARTMENT
Superintendent of Circulation
Desk ClerkGERTRUDE H. CROCKER
Desk Clerk
Desk Clerk BLANCHE H. JOSSELYN
SHELF DEPARTMENT
Page
PageCARL S. ZOOKPageEVERETT S. HOWELL
CHILDREN'S DEPARTMENT
CHILDREN'S DEPARTMENT
Chief
Desk ClerkLucia Haley
Page
BRANCH DEPARTMENT
Desk Clerk, Fremont Branch EMMA K. McCullough
Desk Clerk, Green Lake Branch
Desk Clerk, South Branch
Custodian, Yesler BranchALFRED J. VILLARS
BINDERY DEPARTMENT
Foreman HARRY W. HYDE
Forwarder. Louis Opsahl
ForwarderJohn H. Minniemyer
StitcherE. AGNES COLLINS
MECHANICAL DEPARTMENT
Janitor
CleanerMrs. Belle Roscoe

APPENDIX B—CLASSIFIED HOME CIRCULATION

CLASS (ADULT).	MAIN	FREMONT	GREEN LAKE BRANCH	SOUTH	SCHOOLS	TOTAL	PER CENT.
Ribliography	150	ıc	and the state of t			155	70.
Differentia	7000	00	_			3,260	1.39
FILIDSOLLL	7226	69	+00			2.004	80.
Keligion	2,024	2 1) M			2,660	1.13
Sociology	2,004	27	0			142	20.
Philology	143			1		0.040	70.1
Natural Science	2,302	35	II	2		2,353	1.00
Useful Arts	5,088	52	. 3			5,143	2.19
Fine Arts	4,821	35	9			4,862	2.07
Titorature (hellos-lettros of	11,456	243	27	9		11,732	5.00
Hiotion	87 400	6.690	775	7		94,962	40.50
Thomas	7 125	T20	27	.9		4,307	1.84
Diometric	4, 50	VII	. 9	Н		4,069	1.74
History	5,145	246	12			5,403	2.30
Total (Adult)	132,533	7,701	884	25		141,143	60.19
CLASS (JUVENILE).							
Ribliography	20 I	77		I		395	.17
Dhilosophy	27	,	2	2		46	.02
Deligion	250	132	17	14	1,501	2,014	98°
Sociology	009	IOO	23	26	378	1,127	.48
Philology	24		,		4	28	10.
Natural Science	975	270	30	15	618,1	3,109	1.33
Tseful Arts	470	. 66	18	20	184	800	.34
Fine Arts	1,061	146	25	40	238	1,510	·64
Literature	1,428	283	57	16	1,354	3,213	1.37
Hiction	21,130	8,215	1,324	913	21,019	62,601	56.69
Travel	1.236	371	79	51	1,019	2,756	1.18
Riography	028	245	5.5.	53	2,471	3,762	09.I
History	1.772	461	. 97	89	3,394	5,813	2.48
Total (Tuvenile)	40,426	10,325	1,727	1,315	33,381	87,174	37.17
Periodicals	6,186					981'9	2.64
Grand Total	179,145	18,026	2,611	1,340	33,381	234,503	100,00
			make all and a second a second and a second				

APPENDIX C

COMPTROLLER'S EXHIBIT, SHOWING EXPENSES FOR THE YEAR 1905-LIBRARY FUND.

TOTAL		TO \$14,925.85	_						75 I,089.10				92 I,493.39			3,336.37			to 14,221.39 31 1,124.44		_	110,7			\$8,580.02 \$161,127.59
DEC.		\$I,								65.0	7.50		184.92			287.00	1.20		3,695.40		91.99	I		1,225.00	\$8,580.0
Nov.		ěI,					25.95				18.95		156.40	491.92		284.00	40.69		1,912.98			15,901.80	430.74		\$4.406.34 \$21.621.52
Ост.		\$1,279.79	4.52	53.64	7.50	12.50	64.58	•50	111.15	65.00	4.83		122,50	152.44		287.00	14.79		606.47 24.63			150.00	12.40		
SEPT.		\$1,258.20	39.65		7.50		103.13	30.97	195.08	65.00	10.40		150.10	225.70		252.50	52.11		1,340.84			151.45	5.10		\$4.4TO.50
AUG.		\$1,219.33	36.45	2	7.50	125.00	73.92	21.35	23.06	65.00	9.83		117.50	149.20		296.50	4.15		1,132.64			19,776.63			\$4.577.37 \$23.753.22
JULY		\$1,260.50	35.00		7.50		86.34	141.00	38.50	65.00	2.00		117.50	75-75		275.00	24.24 I.40		1,069.54	,		152.55	C1.020,1		\$4.577.27
JUNE		\$1,252.42	41.60	12.0I	7.80	62.50	107.00	88.13	40.95	62.00	24.58		117.50	84.09		258.87	150.78		155.86			22,655.84	C/-00		\$25.586.64
MAY		\$1,252.65	58.25	1.90	7.50		106.80	71.20	73.65	65.00			123.80	70.55		266.50	23.55		477.40			150.00	1000.62		\$2,246,33 \$25,586,64
APRIL		\$1,259.59	51.00	16.96	7.50	62.50	37.96	13.95	37.73	65.00	24.05		124.00	83.84		277.50	2.80		754.80			35,397.08	131.30		\$4.501.02 \$28.582.24
MAR.		\$1,242.33	56.75	4.88	8.55	140.00	•30	61.30	132.18	65.00	11.25		117.50	79.20		296.50	.IO	,	1,463.54			625.75	60.10		\$4.501.02
FEB.		\$1,170.75	36.95	27.64	7.50	75.00	8.40	1	59.55	65.00	10.70		84.17	79.68		268.00	3.80		315.68			440.00			\$2.857.27
JAN.		\$1,134.15	70.60	40.65	7.50	240.05	12.81	20.50	34.50	65.00	15.90		77.50	91.70		287.00	11.42		1,296.24			15,153.60		100.00	\$18,994.11
	General Expense:-	Pay-roll Rent	Light	Fuel	Telephone	Insurance	Repairs and Alterations	Furniture and Fixtures	Frinting and Stationery	Taniforial - Pav-roll	Bills	Branches:	Pay-roll	Bills	Bindery:	Pay-roll.	Supplies Light and Fuel	Accessions:	Books	Curios	Grounds	Building	Heating Plant	PnetmaticTube Service Refund of Licenses	TOTAL

APPENDIX D

BINDERY-VOLUMES BOUND AND REBOUND

CLASS	MATERIAL			VALUE				
	2121224	F	Q	0	12mo.	16mo.	TOTAL	
Fiction Non-Fiction Non-Fiction Non-Fiction Non-Fiction Magazines Newspapers.	Full Imperial Cloth One-half Russia One-half Canvas Full Cloth Paper Boards One-half Morocco One-half Canvas	18	92 8	527 8	1480 623 3		2147 1406 40 10 241 437 27	\$1582.10 1156.85 25.05 5.00 24.10 673.35 54.00
		225	359	867	2106	473	4308	\$3520.45

OTHER WORK

	No. PIECES	VALUE
Magazine Covers Made	253	\$101.20
Volumes Lettered	105	572.50 52.50
Volumes Mended	617	18.50
Maps Mounted	86 65	43.00
Shelf List, Covers, etc	51	5.10
Boxes	7	3.50
	12646	\$804.55
Total		# 4325.00

APPENDIX E

LIST OF DONORS, 1905

Adriance Memorial Library, Poughkeepsie, N. Y. Alameda, Cal., Public Library. Allegheny, Pa., Carnegie Free Library. American Bar Association. Amherst College, Amherst, Mass. Baltimore, Md., Democratic Club. Rellingham, Wash., Public Library. Birmingham, Eng., Free Libraries. Bolton, Sarah K., Cleveland, O. Boston, Mass., Public Library. Boston Port and Seamen's Society. Bradford, Pa., Carnegie Library. Brainerd, Erastus, Seattle. Brockton, Mass., Public Library. Brookline, Mass., Public Library. Brooklyn, N. Y., Public Library. California State Library, Sacramento, Cal.

California State Railroad Commis-

Cambridge, Mass., Public Library. Cedar Rapids, Ia., Public Library. Chicago, Ill., Public Library. Chicago, University of.

Christian Science Reading Room, Seattle.

Church of Latter Day Saints, Salt Lake City, Utah. Cincinnati, O., Public Library.

Cincinnati, O., Public Library. Cincinnati, University of. Cleveland, O., Public Library. Coe, Mrs. Carrie, Seattle.

Colorado, University of, Boulder, Col. Congregational Association of Ore-

gon and Washington. Connecticut State Railroad Com-

mission.
Davenport, Ia., Public Library.
DeForrest, R. W., New York City.
Denny, Miss Loretta, Seattle.
Detroit, Mich., Public Library.
Downie, H., Seattle.
Evanston, Ill., Public Library.

Everett, Wash., Public Library. Forbes Library, Northampton, Mass.

Georgia State Railroad Commission. Gore, J. G., Seattle.

Gross, Mrs. Jacob, Seattle. Grow, Mrs. C. E., Seattle.

Harvard University, Cambridge, Mass.

Howey, Laura E., Helena, Mont. Iowa Railroad Commission.
John Crerar Library, Chicago.
Kansas City, Mo., Public Library.
Kansas State Board of Agriculture.
Kansas State Railroad Commission.
Lamb, John, Seattle.

Lawrence, Mass., Free Public Library.

Manchester, N. H., City Library. Manitowoc, Wis., Public Library. Marshall, William I., Chicago, Ill. Marvin, Frederic Rowland, Troy, N. Y.

Massachusetts Institute of Technology, Boston, Mass.

Michigan Commission of Railroads. Michigan, University of, Ann Arbor, Mich.

Milwaukee, Wis., Public Library. Minneapolis, Minn., Public Library. Minnesota Railroad and Warehouse Commission.

Missouri Railroad and Warehouse Commission.

Montana, Historical Society of. National Educational Association, Winona, Minn.

New Hampshire Railroad Commission.

New Haven, Conn., Public Library. New York State Board of Railroad Commissioners.

New York State Library, Albany, N. Y.

Newark, N. J., Public Library. Oak Park, Ill., Public Library.

LIST OF DONORS—Continued

Ohio Commission of Railroads and Telegraph.

Old Corner Book Store, Boston, Mass.

Omaha, Neb., Public Library. Osterhout Free Library, Wilkesbarre, Pa.

Otis Free Library, Norwich, Conn. Pasadena Public Library, Pasadena,

Patterson, W. M., Seattle. Peabody Institute, Baltimore, Md. Pennsylvania, University of, Philadelphia, Pa.

Phillips, Samuel Louis. Phipps, Henry, New York City. Piek, A. R., Seattle. Pittsburgh, Pa., Carnegie Library.

Popular Mechanics, Chicago, Ill. Post-Intelligencer, Seattle.

Pratt, J. W., Seattle. Pratt Institute Library, Brooklyn,

N. Y. Princeton University, Princeton, N. J.

Providence Libraries, Providence, R. I.

Putney, M. H., Chicago, Ill. Ratchford, M. D., Columbus, O. Reading, Pa., Public Library. Reynolds Library, Rochester, N.Y. Rhode Island Railroad Commis-

Rhode Island State Board of Education.

Rosenberg Library, Galveston, Tex. Ryynanen, Anna, Seattle. Salt Lake City, Utah, Public Li-

brary.

San Francisco, Cal., Free Public Library.

Schuyler, Mrs. Louisa, Seattle. Schuyler, Philip L. Seattle Alaska Club, Seattle. Shattuck School, Faribault, Minn.

Sheldon, Caroline M., Seattle. Shepard, Charles E., Seattle. Shreve & Co., San Francisco, Cal. Smith, C. W., Seattle.

Smith, C. W., Scattle.
Somerville, Mass., Library.
Sparling, Mrs. F. H., Seattle.
Spokane, Wash., Public Library.
Standard Oil Co., New York City.
Stillson, Dr. H., Seattle.
Swank James M. Philadelphia, Pa

Swank, James M., Philadelphia, Pa. Sweden, Government of. Syracuse, N. Y., Public Library. Theosophical Society, Seattle.

Tucker, Dr. J. E., Seattle. United States Government.

United States Naval Academy, Annapolis, Md.

Vawter, E. J., Los Angeles, Cal. Victoria, B. C., Public Library. Villars, A. J., Seattle. Washington, D. C., Public Library. Washington State Library.

Washington State Pioneer Association.

Washington State Superintendent of Public Instruction.

Washington State Supreme Court. Western Rose Temperance Society, Seattle.

Williams, Walter, Columbia, Mo. Willmon, J. C., Los Angeles, Cal. Wilmington, Del., Institute Free Library.





